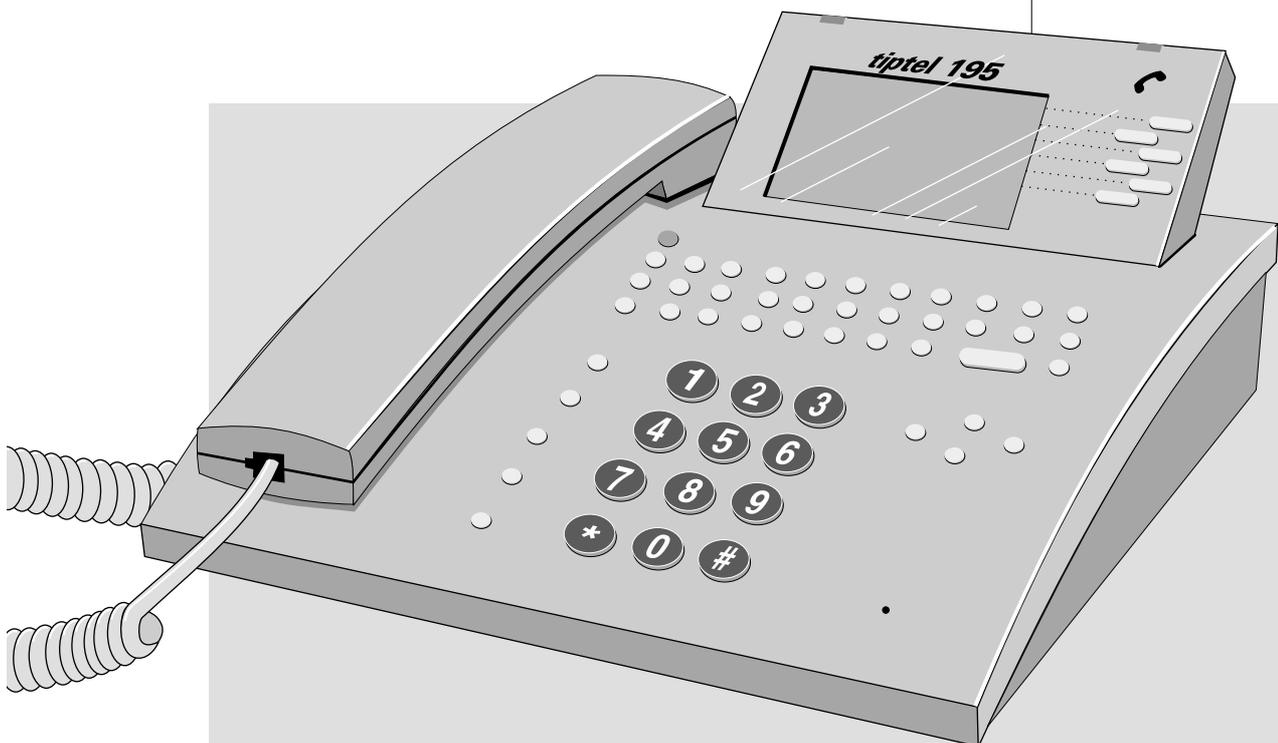


Operating instructions

(UK)

ISDN feature phone  
with integrated fully  
digital answering  
machine and electronic  
telephone book

**tiptel 195**

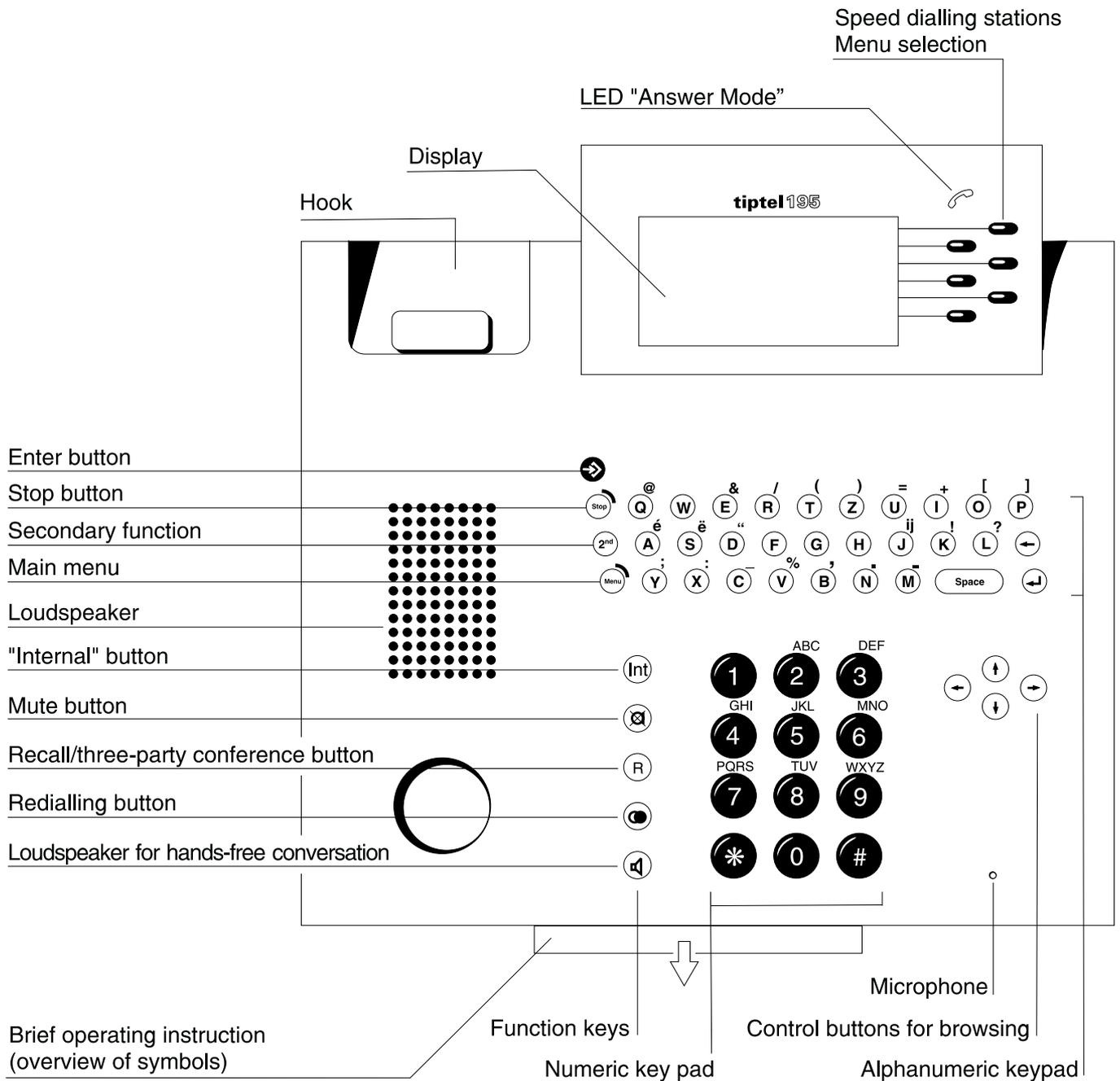


**tiptel**

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# Illustration (upper housing, keypad)



# Illustration (lower housing)

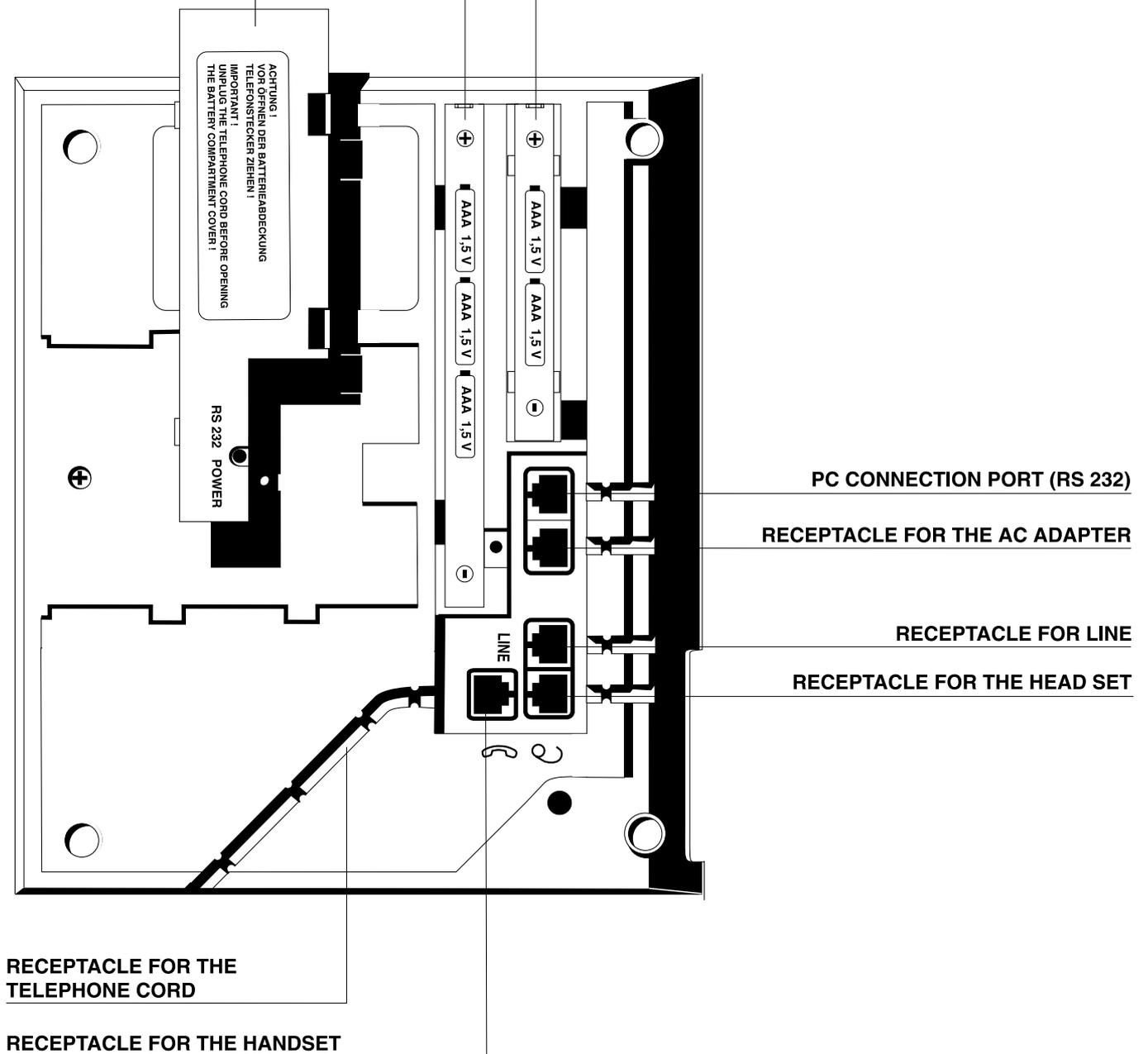
## BATTERY COMPARTMENT "TEXT MEMORY" AND "EMERGENCY POWER SUPPLY"

2 batteries

## BATTERY COMPARTMENT "EMERGENCY POWER SUPPLY"

3 batteries

## BATTERY COMPARTMENT COVER



# Initial operation

## Scope of supply

---

### The tiptel 195 is supplied complete with:

- a power supply unit
- a telephone cord
- a curled cable
- an ISDN connecting cable
- five batteries
- an operating instruction manual
- an interface cable RS 232
- the software "tipkom"

### The following special accessories are available:

- Headset  
Your tiptel 195 allows the connection of a headset in the factory pre-set. This accessory (order number 4876215) enables you to call hands-free.
- Remote beeper (tone pad)  
The remote beeper allows you to perform a remote interrogation of your answering machine by telephones that do not support tone dialling.

## Connection

---

Your tiptel 195 is designated as terminal equipment for the connection at a Euro ISDN point-to-multipoint connection. Before operating the device, all required connecting cables have to be connected. Turn the device so that the lower housing is easily accessible:

- Plug the long end of the curled handset cord in the  jack. The small end of the cord has to be plugged in the corresponding receptacle of the handset.
- Only use the original tiptel AC adapter supplied (article number 45691760).
- Plug the small plug of the AC adapter into the "POWER" and plug the AC adapter into a 230V AC power outlet.
- The plugs of the telephone connecting cable have to be plugged in the "LINE" jack and in to an ISDN telephone wall socket.

# Initial operation

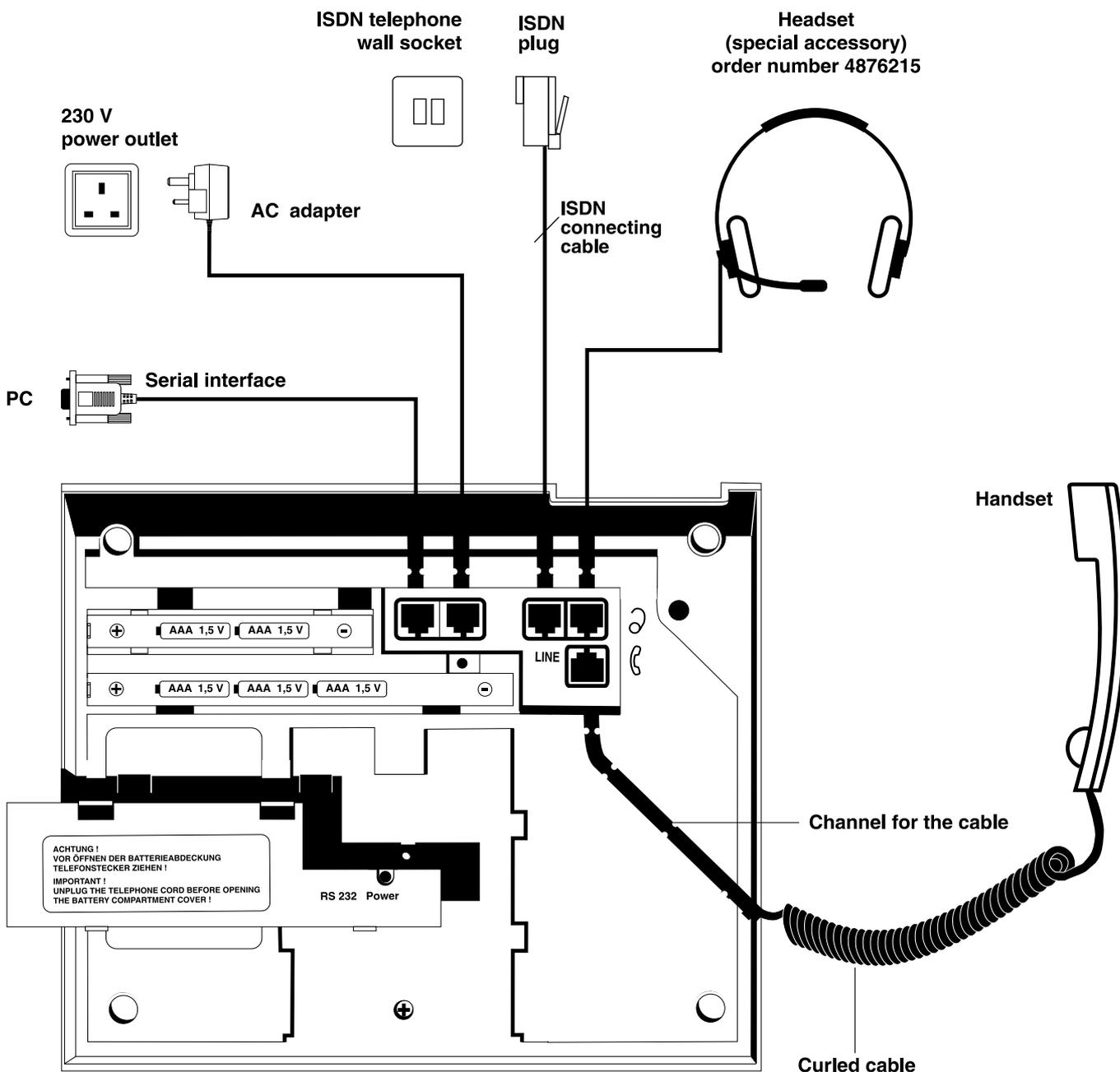
## Connection (continued)

### If you want to connect your PC:

Plug the small plug of the interface cable in the RS 232 receptacle and the other end (D-SUB, 9 pins) in a serial port of your PC (COM ...).

### If you want to connect a headset:

Plug the small plug of the headset (which is available as special accessory) in the  jack.



Use the cable channels for all connecting cables.

# Initial operation

## Insert/exchange batteries

---

The batteries prevent your tiptel 195 from a loss of data in the case of a power failure. The battery compartment provides a subdivision:

- Two batteries are for the "text memory" supply power for the electronic telephone book, i. e. telephone numbers, addresses, appointments, time control and settings.
- Three additional batteries in addition to the two "text memory" batteries allow you to hold telephone conversations even in the case of a power failure.

1. Press the two clamps to open the battery compartment
2. Ensure the correct polarity when inserting the batteries (type "AAA" = microcells 1.5V)
3. Close the battery compartment.
4. When pressing the buttons  $\textcircled{2^{\text{nd}}}$  and  $\textcircled{B}$ , the telephone will check the batteries. The battery symbol in the display informs you about the current battery charge status.

The battery symbol in the display will blink in time when the batteries are nearly discharged and need to be exchanged. In this case, exchange the batteries as described under point 1 – 4 without unplugging the 230 V AC adapter. As long as the telephone is connected to the power supply, your data will be retained. The content of the text memory will only be lost if the device is without any power supply for about 1 minute.

### **Please observe that:**

1. Discharged batteries may be subject to leakage and thus damage your telephone. The batteries should be exchanged in time and then disposed of environmentally. We recommend alkaline-manganese batteries.
2. Battery lifecycle:
  - If only the two batteries for the text memory are inserted, the data retention period after a power failure is 5 years.
  - If all five batteries are inserted, the telephone emergency operation is possible for about 24 hours. In addition, the text memory will be retained for about 2 weeks.
3. When the display indicates the low battery capacity, all batteries should be exchanged at once.

## Emergency operation in the case of a power failure

---

If the device is operated without power supply, the following functions remain activated:

- manual off-hook dialling (the display is turned off)
- ringing signal for incoming calls.

The tiptel 195 remains fully functional in the event of a power failure only if all 5 batteries have been inserted.

# Initial operation

## ISDN connection

---

Your tiptel 195 supports a variety of ISDN features. Some ISDN features are subject to additional charges and a registration with your local telecommunications company might be necessary prior to usage. Your local telecommunications company will provide several telephone numbers under which you can be called. These telephone numbers, i. e. multiple subscriber numbers (MSN) must be entered in the menu MSN before you can receive incoming calls. All further settings for the telephone as well as for the integrated answering machine can be set individually for each MSN.

## PC connection / tipkom

---

The software "tipkom for Windows" offers you many sophisticated functions, e. g.

- Loading and saving the text memory
- Loading and saving the voice memory
- Call data management
- Changing the settings

## Installation

- Connect your tiptel 195 to any serial PC interface. Should you only have a free 25-pin port, you can use a corresponding adapter (9-pin <> 25-pin).
- Insert the tipkom floppy disk and start the "SETUP" program. Follow the given instructions.

## Further information

The operation and the scope of functions can be taken from the detailed software documentation on the floppy disk. You just need to start the help function in the program TT195 to access it. The data records stored in the tiptel 195 memory can be converted and transferred.

- System requirements:
- 486/DX 66 or higher
  - 4 MB RAM
  - VGA monitor
  - mouse
  - sound card (optional)
  - Windows ® 95, Windows ® 3.1x

Windows is a registered trademark of the Microsoft Corporation.

## Dialling via AT command (hint for PC specialists)

Configuration of the PC-interface: . . . . .9600, 8, N, 1 without data flow control  
Command: ATD telephone number <CR> . . . . .Establish connection  
          ATH <CR> . . . . .Disconnect connection  
          ATA <CR> . . . . .Answer call

## Factory pre-set

### Answering machine

Outgoing message with recording: .....7  
Delay until pick-up: .....6 seconds  
Ringing tone/call screening: .....on  
Recording capacity: .....2 minutes  
Answering mode (pre-set): .....on

### Telephone settings

MSN: .....none  
Access number to public exchange: .....none  
Prefix: .....none  
Headset: .....off

### Remote interrogation

Remote answering mode: .....off  
Remote erasing: .....off  
Remote pre-interrogation: .....off  
Remote control code: .....no default value  
VIP code: .....no default value  
Message code: .....no default value

### Message transfer

Destination number: .....no default value  
Paging information: .....no default value  
Identification: .....first MSN  
Collective call: .....1  
Message transfer: .....off

**Time control** .....none

**Appointments** .....none

### Ringing tone

Melody: .....3 tone melody  
Incremental volume: .....off  
Volume: .....medium

**PIN** .....000

**Restricted numbers** .....none

**Call waiting** .....on

**CLIP** .....on

**Charge rate** .....0.12

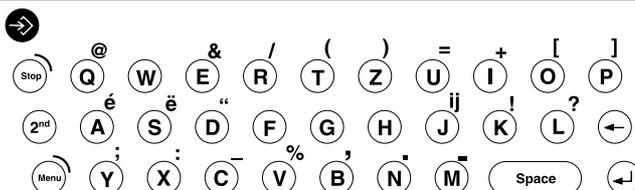
**Short message service setting** .....none

# Operational hints

## Button functions

-  The "internal" button serves to suppress the access to the public exchange within PABX operation.
-  The "mute" button switches the microphone on/off.
-  The "recall" button is used to place a conversation on hold and to have a 2 line operation with hold.
-  The "redial" button allows access to enables you to hold a conversation a list of the last dialled 100 telephone numbers.
-  The "loudspeaker" button enables you to hold a conversation without lifting the handset.
-  ...  Numeric buttons to enter the telephone numbers.
-  ...  Star and hatch buttons.
-  The "arrow" buttons have different functions.  
 In the initial state:   display contrast,   access to the telephone book.  
 In the entry state: The cursor is positioned correspondingly.  
 In the telephone book:   scrolling  
 When the loudspeakers are active:   decrease/increase.  
 When the ringing tone melodies are played back:   switch to the next/earlier melody.
-  The "enter" button allows you to add entries to the telephone book and stores the entries for the telephone book, the time control and appointments,
-  The "stop" button terminates a running function or brings you back to the main menu item.
-  The "menu" button is necessary to access and quit the main menu.
-  The "enter" button completes the entry and stores the text or number entered.
-  The six speed dialling stations positioned on the right side of the display serve for menu selections and to dial the telephone number displayed.
-  You can access special functions by pressing the "secondary function" button combined with a second button for a specific function.

## Special characters



- Initial state: .....letters - lower case
- 2nd à character .....letters - upper case
- Menu à character: .....special character
- 2nd à menu .....character: special character, capitalised
- 2nd à space .....insert

# Operational hints

## Button functions/Special functions

Operation mode	Button	Function
Text entry	<b>2<sup>nd</sup></b> , character	Capital letters
	<b>Menu</b> , character	Special characters, lower case (small letters)
	<b>2<sup>nd</sup></b> , <b>Menu</b> , character	Upper case (capital letters)
	<b>2<sup>nd</sup></b> , <b>Space</b>	Insert space (on/off when entering information)
In the initial state	<b>2<sup>nd</sup></b> , <b>S</b>	Lock
	<b>2<sup>nd</sup></b> , <b>Z</b>	Voice time stamp
	<b>2<sup>nd</sup></b> , <b>R</b>	Voice indication of remain- ing recording capacity
	<b>2<sup>nd</sup></b> , <b>G</b>	Last call
	<b>2<sup>nd</sup></b> , speed dialling station 1	Menu "Answer mode"
	<b>2<sup>nd</sup></b> , speed dialling station 2	Menu "Call forwarding"
	<b>2<sup>nd</sup></b> , speed dialling station 4	Erase all recordings
	<b>2<sup>nd</sup></b> , speed dialling station 6	Reconnecting a parked call
	<b>2<sup>nd</sup></b> , 1 ... 6	Outgoing MSN
	for telephone numbers	<b>K</b>
<b>A</b>		The line is disconnected after the target number has been reached
<b>S</b>		Sub-addressing on
<b>2<sup>nd</sup></b> , <b>W</b>		Wait for end of outgoing message
<b>Int</b>		Internal dialling (no exchange line)
<b>P</b>		3 sec pause
for menu entries	<b>2<sup>nd</sup></b> , <b>H</b>	Calls a help text after a wrong entry

# Operational hints

## Initial state

### ANSWER MODE

to switch the answer mode of the answering machine on/off directly

### 2-WAY CONVERSATION RECORDING / DICTATE

to record messages directly

### NUMBER OF INCOMING MESSAGES

### NUMBER OF CALLS

### DATE

### TIME

### STATUS LINE

informs about the current status using the following symbols:

### MSN

indicates the multiple subscriber number used for the outgoing call

### REMAINING CAPACITY

displays the free voice memory capacity

### SECONDARY FUNCTION

is displayed when pressing the "secondary function" button

### CODE LOCK

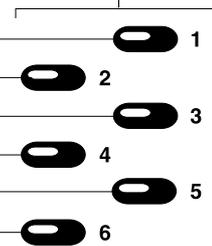
is displayed in the case of password protection

### CALL FORWARDING

switches the programmed call forwarding on/off

### SPEED DIALLING STATIONS

serve to select a telephone number or function directly



### CALL LIST

gives access to the call list

### PLAY-BACK

to play back incoming messages directly

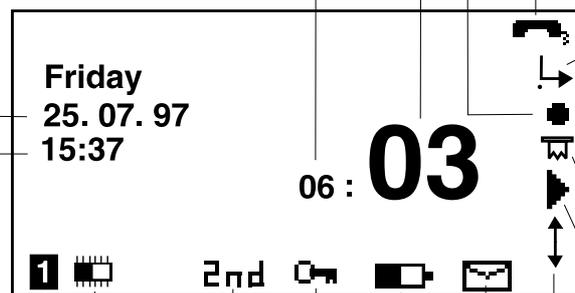
automatic call-back on busy activated

### INFORMATION / DICTATE

is displayed when an information was recorded

### BATTERY

The battery symbol blinks when batteries are nearly discharged or if no batteries are inserted



## Operational hints

### Symbols and short descriptions

---

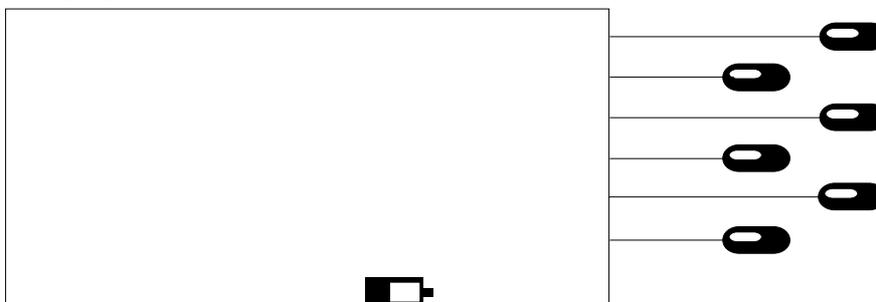
	Recording
	Play-back
	Erase
	Repeat
	Forward
	Backward
	Stop
	Loudspeaker active
	Hands free active
	Send/receive short message
	Take over a parked call
	Access call list
	Call restriction
	Information recorded
	Telephone locked
	Battery capacity symbol
	Remaining recording capacity
	Menu level (=> 2 levels)
	Answer mode on/off
	Setting the call forwarding function
	Automatic call-back on busy
	Message transfer activated

## Operational hints

### Battery check

---

The status of the batteries is checked at regular intervals. The current battery status can be taken from the battery symbol.



Battery symbol filled . . . . . Full battery capacity

Battery symbol not filled . . . . . Weak battery capacity, batteries to be exchanged

Battery symbol blinks . . . . . Battery discharged or no batteries inserted.  
Loss of data in the case of a power failure.

### Volume adjustment

---

You can set the volume from all functions where the loudspeaker is activated. The selected level is displayed.



1. Use the buttons  or  change of the volume gradually.

 *volume is decreased*  
 *volume is increased.*

### Setting handset volume

---

The handset volume can be adjusted when holding a conversation.

#### When the handset is picked up

1. Press   
or  


 *handset volume is decreased*  
 *handset volume is increased.*

# Operational hints

## User interface

A structured menu helps you to operate your tiptel 195. Starting from the main menu (  button) you are led to the desired function through further sub menus. In addition, the button combination  and  allows you to select menus directly via a list of functions.

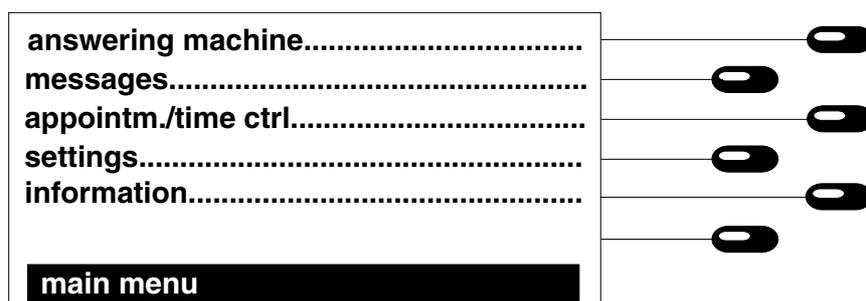
### The following is generally valid:

- In the initial state, the handset is replaced and the display shows date and time.
- The menu button  brings you to the main menu. If you press the menu button while you are positioned in a sub menu, you are brought back to the initial state.
- The speed dialling stations  on the right side of the display serve to branch to the next sub menu – always one level deeper.
- Any time you press the stop button , you go back to the corresponding last function level. If you press the stop button after having changed some information, it is not stored!
- Pressing the  button completes the entry of a number and the changed numbers are stored.
- For a better orientation, the last line of the display shows the current function level (<<...). If you are on a deep level, this is indicated by a corresponding number.
- Wrong entries are indicated by a "?". A help function is available when pressing , .

## Main menu

The main menu is the starting point for any function.

- Press the menu button.
- Select the desired function by pressing the assigned speed dialling station.



**Answering machine** . . . . . This sub menu serves to set-up the answering machine

**Incoming messages** . . . . . This menu item allows to play back or erase messages

**Appointments/time control** . . Within this sub menu, you can control and change appointments as well as time control.

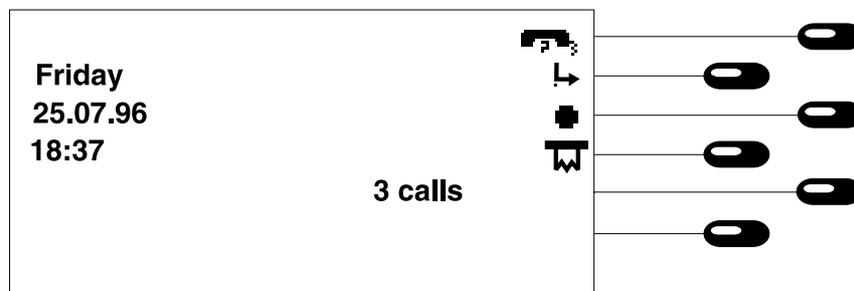
**Settings** . . . . . By this menu, you can program the different desired device settings according to your personal need.

**Information** . . . . . gives you information on various statistical functions.

# Telephone calls

## Call counter

Your tiptel 195 provides an integrated call counter informing you of the number of incoming and outgoing calls – even if the answering machine is switched off.

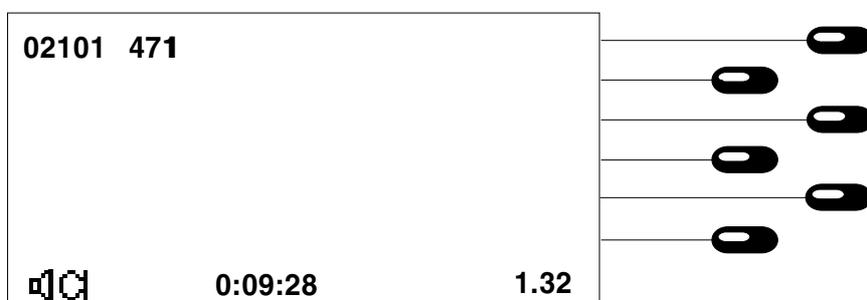


The call counter is automatically reset when:

- the handset is picked up
- when the line is occupied (  button)
- when the answer mode is switched on
- when the call list is queried.

## Direct manual call

In the case of a direct manual call, the line is occupied first. Then, you enter the telephone number while the dialling process is started at the same time. After having entered the last number of the target telephone number, all further numbers are sent as DTMF signals. By this, you have the possibility to control terminal equipment remotely.



1. Pick up handset or activate hands-free function by pressing  .
2. Dial the telephone number via the keypad.  
After dialling:
3. Pick up the handset or hold a hands free conversation.

*If the hands-free mode is selected, the symbols   are displayed.*

*The numbers are displayed and the telephone starts dialling.*

*The stop-watch is displayed and shows the duration of the telephone call. The charging information is given as soon as they are received.*

## Telephone calls

After finishing the conversation:

4. Replace handset or terminate the hands-free mode by pressing the button  .

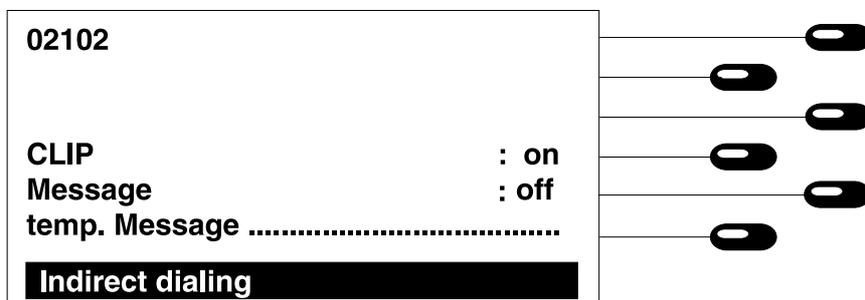
For a few seconds, the display shows the data of the last conversation:

1. dialled telephone number or subscriber
2. call duration
3. charges incurred
4. MSN initiating the call.

The incurred charges are added to the charge memory. Afterwards, the device returns to the initial state. The current data on the call can be displayed again via the redialling function or the call list.

### Off-line call preparation

The off-line call preparation is initiated when dialling any number button starting from the initial state. You can now dial the target telephone number or open the electronic telephone book by pressing an arrow button. After having entered the target telephone number you can trigger off further functions via the speed dialling stations.



### Calling line identification presentation (CLIP)

You can either switch the calling line identification presentation on or off. CLIP is resumed after replacing the handset.

1. Press the speed dialling station next to the line where CLIP is displayed

*The display changes between on and off.*

# Telephone calls

## Sending short messages

If the target extension offers the option to receive text messages (to be released by the local telecommunications company), you can send a short message, i. e. a message which is transferred when the target extension is dialled. You can either make your choice from three pre-edited messages or enter a message exclusively for the call in question.

### a) Entering information

1. Press the speed dialling station displayed next to the line "temp. info".
2. Press the stop button  to store the entry.

*A message entry screen is provided. Enter your text which is restricted to 100 characters as a maximum. Press  after having finished the editing.*

*The entry is completed and the display switches to the earlier menu.*

### b) Selecting pre-edited information:

1. Press the speed dialling station displayed next to "SMS".

*Each time you press the speed dialling station, the display switches between:*

*off = No information is sent.*

*N1 = The pre-edited information number 1 is sent.*

*N2 = The pre-edited information number 2 is sent.*

*N3 = The pre-edited information number 3 is sent.*

*tmp. = If a temporary message was edited, this message will be sent.*

## Start dialling

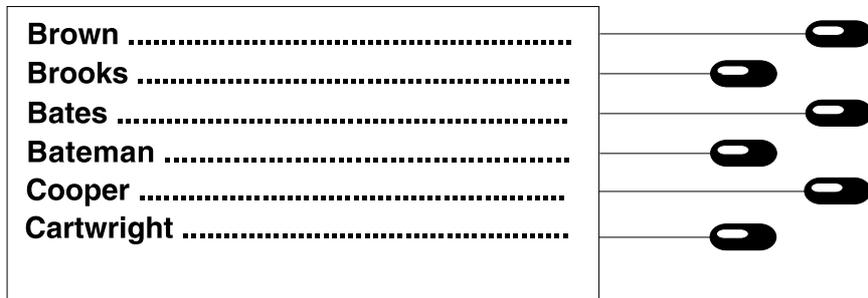
1. Pick up handset or press  button.

*The telephone is activated.*

*The telephone number is dialled.*

# Telephone calls

## Dialling from the electronic telephone book



1. Enter first character of the desired entry

or

use or button.

*The display shows the entries beginning with the entered character.*

*The button brings you to the first entry of the telephone book. The button brings you to the last entry of the electronic telephone book.*

2. Press or button to scroll.

*You can browse through the electronic telephone book to find the desired entry.*

3. Start dialling:  
Press the speed dialling station next to the displayed target entry.

*The telephone starts dialling the destination number.*

**Note:** During a telephone conversation you can check the complete information stored for the entry in the electronic telephone book by pressing the button.

## Redialling

The 100 last dialled numbers will automatically be stored including the time and date of the corresponding call. Via the function "Edit redial memory", the call duration and the incurred charges can be displayed. From the initial state, press the button to initiate the function. Use the and button to scroll the redial memory. If you do not wish to call a number from the memory but redial the last dialled number, just pick up the handset and press the button afterwards.



# Telephone calls

## Dialling from the redial memory

1. Press  or  button.
2. Press the speed dialling station next to the displayed telephone number or the name.

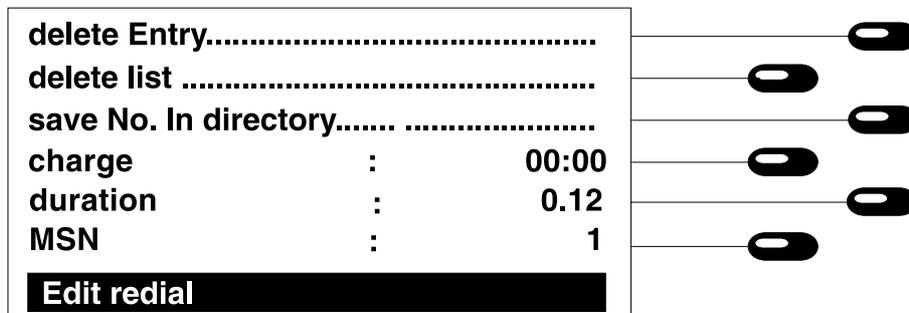
*Using these buttons, you can scroll the redial memory until the required telephone number is displayed.*

*The device starts dialling the selected telephone number.*

## Edit redial memory

1. Press the speed dialling station next to the displayed time/date line.

*The display offers a selection. In addition, the duration of the corresponding calls as well as the charging information are displayed.*



## Copying telephone numbers

You have the option to copy a telephone number from the call list to your electronic telephone book.

1. Press the speed dialling station next to the line "copy tel. number".

*The telephone book entry field is shown in the display. The telephone number is already entered. You can now add the name of the corresponding subscriber and conclude the entry.*

## Erase entry

1. Press the speed dialling station next to the line "erase entry".

*The current entry is erased. The display switches to the earlier status.*

## Delete call list

1. Press the speed dialling station next to the line "erase list".

*All existing entries as well as the entry currently edited will be erased. The display switches to the earlier status.*

# Telephone calls

## Automatic redialling

Should the target subscriber number be busy, the selection field for the automatic redialling function or the automatic call-back (CCBS is a service that needs to be released by the exchange office as well as by your local telecommunications company). If you do not wish to use this function, just replace the handset.



## Automatic call-back

2. Press the speed dialling station next to the line "call-back" and replace the handset. (This line is only displayed if the service is released.)

*The display switches to the initial state. The automatic call-back symbol  is displayed.*

## Edit call-back list

You have activated several call-back numbers (6 as a maximum) and now wish to erase them.

*As soon as the target extension is no longer busy, a signal will be heard. A ringing tone is heard when you pick-up the handset and the target extension will ring.*

## From the initial state

1. Press speed dialling station next to .
2. Press the speed dialling station next to the displayed call-back telephone number you intend to erase.
3. Press the stop  button.

*The list of active call-back numbers is displayed.*

*The entry is erased from the list.*

*The display resumes the initial state.*

# Telephone calls

## Automatic redialling

1. Press the speed dialling station next to the display "redial" and replace the handset

*The time information for the next redialling process is displayed.*

*The telephone dials the desired telephone number automatically every 60 seconds.*

The automatic redialling can be interrupted:

- when you pick up the handset
- when you press the stop button
- automatically after 10 unsuccessful attempts.

## Loudspeaker

---

You can activate the loudspeaker while holding a telephone conversation. In this way, the entire telephone conversation can be heard by persons present in the room.



1. Press the  button.
2. Press the  button again.

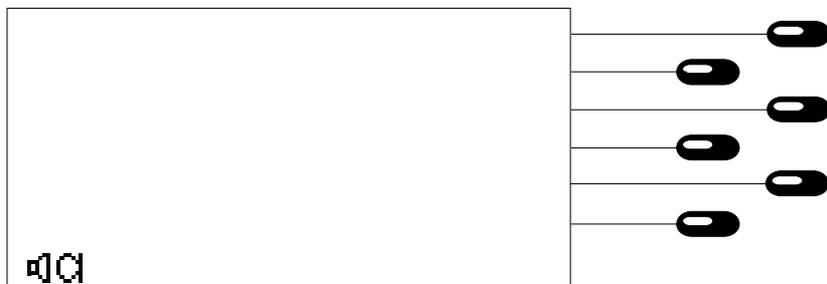
*The symbol for the loudspeaker is displayed and the loudspeaker is activated. You can adjust the volume via the buttons  or .*

*The symbol for the loudspeaker is no longer displayed and the loudspeaker is deactivated.*

# Telephone calls

## Hands-free conversation

The hands-free mode allows you to hold a telephone conversation without the necessity to pick-up the handset.



### a) You receive a call:

1. Press the button.
2. Adjust the volume by the buttons of if desired.
3. Press the button again after having ended the conversation.

*The hands-free mode is activated. The symbols and are shown on the display.*

*The displayed volume level shows the current volume setting.*

*The hands-free mode is deactivated.*

### b) You make a call:

1. Press the button.
2. Dial the telephone number.
3. Press the button again after having ended the conversation.

*The loudspeaker is activated. The symbols and are shown on the display.*

*The dialling is initiated.*

*The loudspeaker is deactivated.*

## Switch between handset and hands-free mode

You are holding a conversation using the handset and want to switch to the hands-free mode:

1. Press button and hold.
2. Replace handset.
3. Release button.

*The symbol for the loudspeaker is displayed.*

*The symbol for the microphone is added in the display. The hands-free mode is activated. You can adjust the volume by the buttons or .*

You are holding a conversation using the hands-free mode and want to switch to the handset.

1. Pick up the handset.

*The symbols and are no longer displayed and the hands-free mode is deactivated.*

# Telephone calls

## Mute function

While holding a telephone conversation you can make a confidential inquiry in the room without being heard by your telephone partner.

1. Press the  button.

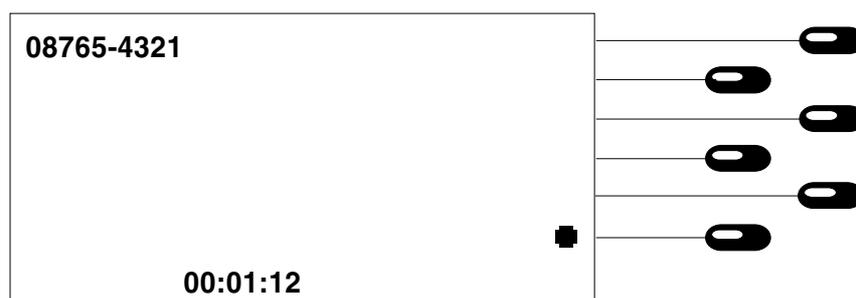
*The symbol for the microphone  blinks. The handset or the hands-free mode microphone are deactivated. You can make your inquiry in the room.*

2. Press the  button again.

*The symbol for the microphone  is displayed again. The handset or the hands-free mode microphone is reactivated. You can resume your telephone conversation.*

## Two-way conversation recording

You have the option to record a telephone conversation.



1. Press the speed dialling station next to the  symbol.

*“Conv. rec.” is displayed. The recording symbol  is replaced by the stop symbol .*

To stop recording:

2. Press the speed dialling station next to the  symbol.

*The two-way conversation recording is ended.*

or

the  button.

A two-way conversation recording is stored as any other regular recording (e.g. outgoing message) and can be played back at any time (see “Play back/erase incoming messages”).

The recording procedure is automatically stopped as soon as the handset is replaced or the recording capacity is exhausted.

### Please note:

A two-way conversation recording is not possible when you hold a conversation via the hands-free mode.

## Telephone calls

### Call tracing

**(Service has to be activated by your local telecommunications company.)**

You receive an "unwanted" call and want to trace the calling party although the calling telephone number was not presented via CLIP.

1. **Press the speed dialling station next to the call displayed (e. g. "analog" or "unknown".)**
2. **Press the speed dialling station next to the display "tracing".**

*A selection menu is displayed.*

*The calling telephone number is stored in the exchange office. The corresponding subscriber information can be obtained by your local telecommunications company on demand.*

### Placing conversation on hold/interrupting conversation

You can place a call on hold. While a conversation is on hold you can make an enquiry in the room or even make an enquiry call. The party placed on hold cannot listen to the enquiry conversation. You can place up to 4 calls on hold. In addition, this function is used for a 2-line operation with hold, three-party conference and call transfer.

#### a) Hold:

1. **Press  button.**

*The call is held in the exchange and the caller listens to an announcement. The display for this call is shown in reverse. You may now make an enquiry in the room or dial the target telephone number to switch to an additional line (see two-line operation with hold).*

2. **Press  button again.**

*The connection with your initial line is re-established.*

#### b) Switch to second connection via the speed dialling stations:

1. **Press the speed dialling station next to the display of the active connection.**
2. **Press the speed dialling station next to "further connection".**

*A selection menu is displayed.*

*The line is held. You can now enter the target telephone number to switch to an additional line.*

### Terminating a call

If you want to disconnect an established line.

1. **Press the speed dialling station next to the display of the line in question.**
2. **Press the speed dialling station next to the display "disconnect".**

*A selection menu is displayed.*

*The line is disconnected. Replace the handset now or if you are holding more than one line, continue conversation with one of the active lines.*

# Telephone calls

## Two-line operation with hold

---

By the function "two-line operation with hold" you have the option to switch between different calls which were placed on hold.

### a) Two-line operation with hold:

1. Press the **R** button

*The active connection is placed on hold. The following connection is activated, e. g. in the case of 4 lines.*

*Press "R" button: from line 3 to line 4*

*Press "R" button: from line 4 to line 1.*

### b) Selective two-line operation with hold:

2. Press the speed dialling station next to the display of the line to be activated.

*A selection menu is displayed.*

3. Press the speed dialling station next to "2-line operation with hold".

*The active line is placed on hold. The selected connection is switched.*

## Three-party conference

**(This service needs to be activated by your local telecommunications company.)**

---

You want to hold a telephone conversation with two persons at the same time. For this purpose, you must establish an active line and place an additional line on hold.

1. Press the speed dialling station next to the display of one of the connections.

*A selection menu is displayed.*

2. Press the speed dialling station next to the display "conference"

*You can now hold a conversation with the two parties.*

# Telephone calls

## Call transfer (only for PABX operation)

---

You receive an incoming call and want to transfer it to another extension.

### a) Transfer:

1. Press **R** button.
2. Dial desired target extension number and replace the handset.

*The call is placed on hold. You hear a dialling tone.*

*After dialling, the call is transferred to the target extension.*

### b) Selective transfer:

You have established several connections and want to transfer the active line to another extension without disconnecting the existing established connections.

1. Press the speed dialling station next to the display of the active "line".
2. Press the speed dialling station next to "transfer".
3. Dial desired target extension number.

*A selection menu is displayed.*

*The call is placed on hold. You hear a dialling tone.*

*After dialling, the call is transferred to the target extension. You now either hear the dialling tone or a call on hold is activated (if a call was placed on hold before).*

### Selective transfer of a call on hold

1. Press the speed dialling station next to the displayed connection on hold.
2. Press the speed dialling station next to "transfer".

*A selection menu is displayed.*

*The calling party is connected to a party that has been placed on hold. A further call on hold is activated (if existing) or you are asked to disconnect the line.*

# Telephone calls

## Call parking

**(This service needs to be activated by your local telecommunications company.)**

You are holding a telephone conversation with an external party and intend to interrupt the line for a short time in order to

- continue the conversation from another telephone at the same ISDN connection.
- operate the telephone at another ISDN wall socket at the same ISDN connection.

By this function you have the possibility to park an established call within the exchange. If you have more than one parked call, you can enter a two-digit identification number to distinguish between them.

### a) Parking:

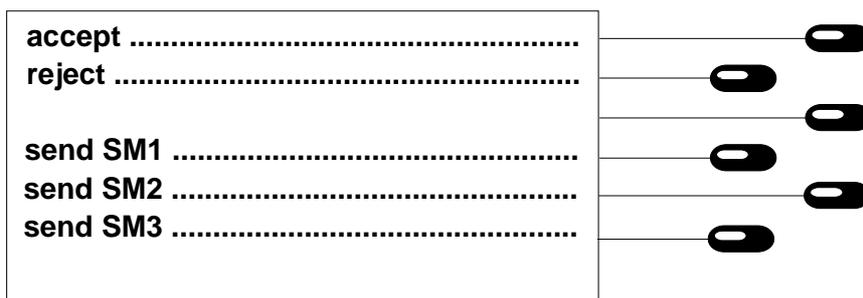
1. **Press the speed dialling station next to the display "connection".** *A selection menu is displayed.*
2. **Press the speed dialling station next to the display "parking".** *The parking number entry field is displayed and becomes accessible.*
3. **Enter the number for parking and confirm your entry by the  button.** *The call is parked.*

### b) Resuming a parked call (handset is on hook):

1. **Press  button.** *The symbol  is shown in the display.*
2. **Press the speed dialling station next to .** *The parking number entry field is displayed and becomes accessible.*
3. **Enter the number for parking and confirm your entry by the  button.** *After having resumed the parked call, the hands-free mode is activated.*
4. **Pick-up the handset.** *You can continue your conversation.*

## Call waiting (This service needs to be activated by your local telecommunications company.)

While holding a conversation, a third party wants to contact you. This is indicated by a call waiting signal. In addition, the third party is informed by the blinking display. If you want to react to the call waiting signal, press the speed dialling station next to the blinking display line. The display switches to the entry menu. If you want to answer the call by the third party directly, just press the  button.



# Telephone calls

## Accepting

Press the speed dialling station next to the display "accept".

*The display returns to the initial state. Your current call is placed on hold. You are connected to the party initiating the call waiting.*

## Rejecting

1. Press the speed dialling station next to the display "reject".

*The display returns to the initial state. The person initiating the call waiting hears a busy tone or an announcement.*

## Rejecting with message

1. Press the speed dialling station next to the display of the desired message.

*The display returns to the initial state. The person initiating the call waiting receives the selected message. (This service needs to be released by your local telecommunications company.)*

## Call list

From the initial state press the speed dialling station next to  in order to get access to the call list. Afterwards, you can browse through the call list by the buttons  or . You can quit the menu by pressing the "Stop" button. The call list informs you about the calling number (if presented via CLIP) or the name of the caller (if registered in the electronic telephone book). You will also see a status line with time, date and MSN. If a message has been left, the symbol "!" is displayed. If an incoming call was answered personally, this is marked by the symbol .



## Dialling from the call list

1. Press the speed dialling station next to the displayed "number" or "name".

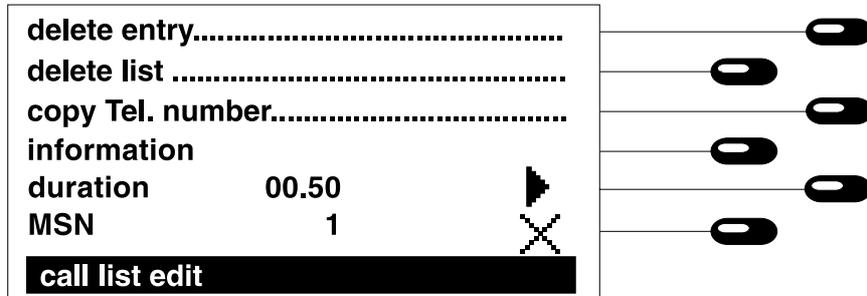
*The telephone number is dialled.*

# Telephone calls

## Change the call list

1. Press the speed dialling station next to the displayed time/date.

*An entry field is displayed and becomes accessible. In addition, the call duration for outgoing telephone calls is displayed.*



## **Copying a number:**

You have the option to copy a telephone number from your call list in the electronic telephone book.

1. Press the speed dialling station next to the display line "copy telephone number".

*The entry field of your electronic telephone book is displayed. The telephone number is already entered. You may now add the corresponding name and complete the entry.*

## **Erasing an entry:**

1. Press the speed dialling station next to the display line "delete entry".

*The corresponding entry is erased. The display returns to the initial state.*

## **Erase list:**

1. Press the speed dialling station next to the display line "delete list"

*All existing entries and the currently edited entry are deleted. The display returns to the initial state.*

## **Messages:**

If a text message has been left, the corresponding symbol is displayed and you can view the message.

1. Press the speed dialling station next to the display line "message".

*The display shows the received message.*

## **Play back/erase incoming messages:**

If your answering machine recorded an incoming message, the play back symbol as well as the erase symbol are displayed.

1. Press the speed dialling station next to the displayed symbol "▶".
2. Press the speed dialling station next to the displayed symbol "✕".

*The incoming recording is played back.*

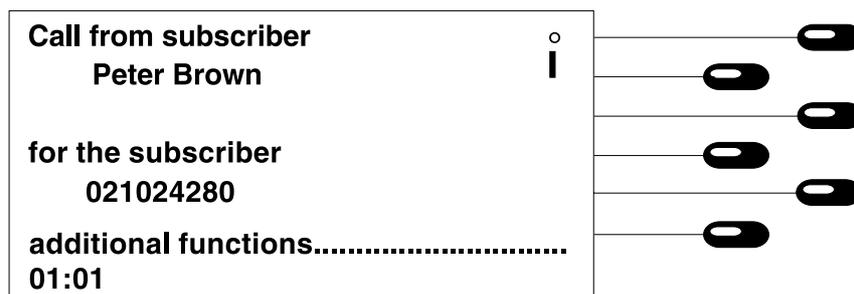
*The incoming recording is erased.*

# Telephone calls

## Answering incoming calls

You receive an incoming call. Your telephone rings. The following information about the current call is displayed:

- name or
- telephone number or
- call from analogue telephone network or
- " no CLIP".



**You want to answer the call:**

1. Pick up the handset.

*You are connected to the calling party and can start the conversation.*

**You want to reject the call:**

1. Press the "stop"  button.

*Your telephone stops ringing and the caller will hear a busy tone.*

**You want to reject the call with a message:**

1. Press the speed dialling station next to the display line "additional functions".
2. Press the speed dialling station next to the desired message.

*A selection menu for three different messages (see also SMS settings) is displayed.*

*The display returns to the initial state. The selected message is sent.*

**You want to divert the call to the answering machine:**

1. Press the speed dialling station next to the display line "additional functions".
2. Press the speed dialling station next to the display line "divert to AM".

*A selection menu is displayed.*

*The answering machine is switched on automatically and the caller can listen to the outgoing message.*

**The caller is registered in the electronic telephone book. You want to see the information stored in the electronic telephone book:**

1. Press the speed dialling station next to the display line "additional functions".
2. Press the speed dialling station next to the display line "register info".

*A selection menu is displayed.*

*The electronic telephone book information is displayed.*

## Telephone calls

Before answering the call, you want to see the transferred message. The "i" symbol is displayed next to the calling party's number if a message was left.

1. Press the speed dialling station next to the display "i".

*The message you received is displayed. You are connected to the caller after picking up the handset.*

**The caller will be diverted to another extension (This service needs to be activated by your local telecommunications company.):**

1. Press the speed dialling station next to the display line "additional functions".

*A selection menu is displayed.*

2. Press the speed dialling station next to the display line "call diversion (CD)".

*The default destination number for call diversions is displayed. You may confirm this extension number by the "enter" button or overwrite this number with another number.*

3. Press the  button.

*The call is diverted to the corresponding extension number.*

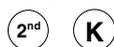
### **Programming "Special Services" offered by your telephone network**

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Your local telephone network or cable operator may offer special services, e. g. call waiting, call diversion. Instructions on how to program these services via your keypad can be obtained from your telephone network provider.

Please note: These services usually incur a quarterly charge.

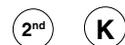
Activate keypad



Program service feature, e. g.



Deactivate keypad



or disconnect line.

### **Sub-addressing**

---

In addition to the original telephone number (multiple subscriber number) you can also enter a sub-address which as an example may serve for remote control. All you need to do is enter an "S" after the telephone number and then dial the sub-address. The entry can only be made during the off-line call preparation or in the electronic telephone book. The tiptel 195 does not evaluate incoming sub-addresses.

# Electronic telephone book

## General information

The electronic telephone book can store the names and telephone numbers of your contact partners and thus becomes your personal telephone manager. The maximum number of entries depends on the extent of the entered additional information e. g. address, birthday and similar data. If you do not enter any additional information, about 2,000 entries can be managed without problems. The entries are listed in alphabetical order. For further use and in order to have a back-up of your data, the entire telephone book can be loaded to a PC and reloaded afterwards (see chapter "PC software tipkom").

## Storing telephone numbers

An entry in the electronic telephone book consist of the name (= search criterion), the telephone number and additional information if required.

1. Press the  button.

*The display shows the entry fields. The cursor is positioned in the "name" field.*

2. Enter the name.

*The name has to begin with a letter and may be no longer than 20 digits.*

3. Press the  button.

*The cursor jumps to the "dialling number" field.*

4. Enter the telephone number.

*The telephone number may not be longer than 20 digits. If you intend to enter internal extension numbers start the entry by pressing the "Int" button .*

5. Press the  button.

*The entry of the telephone number is completed.*

If desired:

6. Press the speed dialling station next to "settings" or if you want to store the entry now

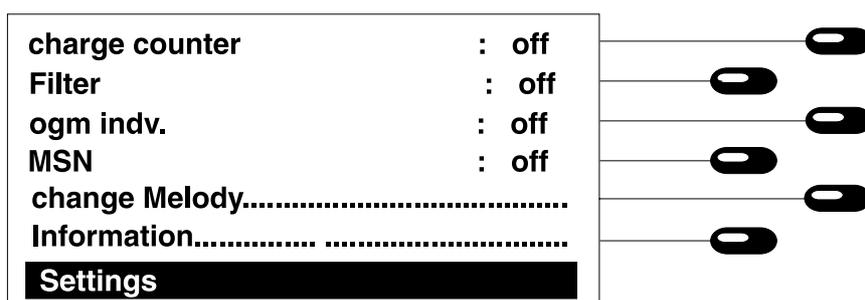
*An entry field is displayed.*

7. Press the  button.

*The entry is stored.*

## Settings

You may have individual settings for each entry.



# Electronic telephone book

## Individual charge counter

You may set an individual charge counter for each telephone number stored in your electronic telephone book. When you dial the specific telephone number, the charges for the call are directly assigned to this subscriber. Using this function requires that you receive charging information from your telephone network provider.

1. **Press speed dialling station next to the display line "charge counter".**

*The display switches between "on" and "off".*

*off = The charge counter is set to 0. The telephone charges are not assigned.*

*on = The charge counter is activated. The total charges are displayed in the electronic telephone book - next to the display line "name".*

## Filter

Via the filter, you have the option to switch an individual ringing tone for specific persons on or off. In order to use this function, the calling party's telephone number must be presented (CLIP) and the filter must be active at the corresponding entry in the telephone book.

When browsing the electronic telephone book, an activated filter is indicated by an F in reverse at the end of the line.

1. **Press the speed dialling station displayed next to the "filter" line.**

*The display switches between "off", "call", "VIP" and "CD".*

*off = filter is deactivated.*

*call = call filter is activated, there is no ringing signal for this call.*

*VIP = VIP filter is activated; a ringing signal is emitted although the ringing tone volume is set to 0.*

*CD = call diversion; there is no ringing signal for this call. The caller is diverted to the default destination (see chapter "Settings – call diversion").*

## Individual outgoing message

With this feature, you can set a message for specific callers. In order to use this function, the calling party's telephone number must be presented (CLIP). The individual message is then played back instead of the activated standard message selected via the menu "answering machine settings".

1. **Press the speed dialling station next to the display line " indv. OGM".**

*You can switch between messages 1, 2 ... 7 (if recorded) and select the desired message by pressing the speed dialling station. If the individual message is set to "off", a pre-recorded message is played back.*

# Electronic telephone book

## Multiple subscriber number (MSN)

This function allows you to allocate telephone charges incurred for a specific entry in the telephone book directly to one of the available multiple subscriber numbers.

1. Press the speed dialling station next to the display line "MSN".

*You switch between the multiple subscriber numbers by pressing the speed dialling station.*

## Ringling tone

This function allows you to assign a special ringling tone to an entry in the electronic telephone book.

### **Set ringling tone:**

1. Press the speed dialling station next to the display line "change melody".

*The menu for the set-up of ringling melodies is displayed (see chapter "ringling melody"). Select the desired melody.*

2. Press the  button.

*The display returns to the earlier menu.*

### **Change ringling tone:**

1. Press the speed dialling station next to the display line "melody indiv."

*The display switches between "on" and "off".*

*on = If the presented telephone number corresponds to the electronic telephone book entry, the individual ringling tone is heard.*

*off = The standard ringling tone for the called MSN is heard.*

## Enter additional information

You can store additional information with each entry in the electronic telephone book.

1. Press the speed dialling station next to the display line "information".

*The cursor jumps to an empty information page where you can enter any additional information, e. g. address, birthday or similar. The entry is limited to 120 characters as a maximum. If your entry is complete, press the  button.*

2. Press the  button.

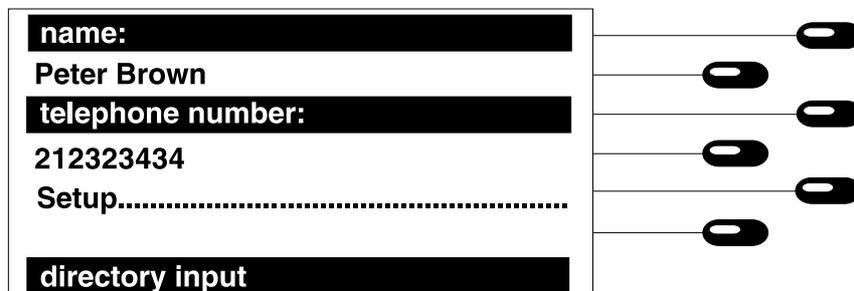
*The display returns to the earlier menu.*

**Remark:** For a better interaction with the PC software, it is advantageous to enter street and house/apartment number in the first line and city and postal code in the second line. When holding a telephone conversation you can call the additional information off when pressing the button.

# Electronic telephone book

## Edit entries

Entries in the electronic telephone book can be checked, corrected or erased at any time.



1. Enter the initial letter to search for the desired entry.
2. Press the  button.
3. Press the speed dialling station next to the desired entry.

The "  " symbol is displayed.

The complete entry including entry fields is displayed.

To correct:

1. Press the speed dialling station next to the desired entry.
2. Press the  button.

Enter your correction.

To erase:

1. Press the speed dialling station next to "  ".

Confirm safety verification. The entry is erased.

To view:

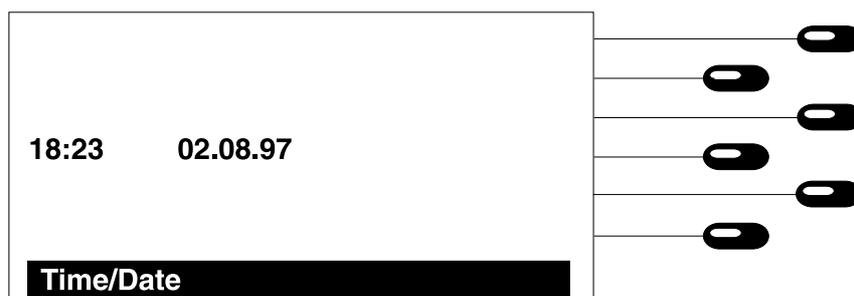
1. Press the "  " button after viewing.

The entry remains unchanged. The telephone returns to the initial state.

## Settings

### Time/date

Here, you can set the current time and date.



# Settings

From the initial state, press the following buttons: ,  settings,  time/date.

1. Enter the current date and time via the keypad.
2. Enter the  button.

*The cursor is displayed.*

*Move the cursor with the  and  button.*

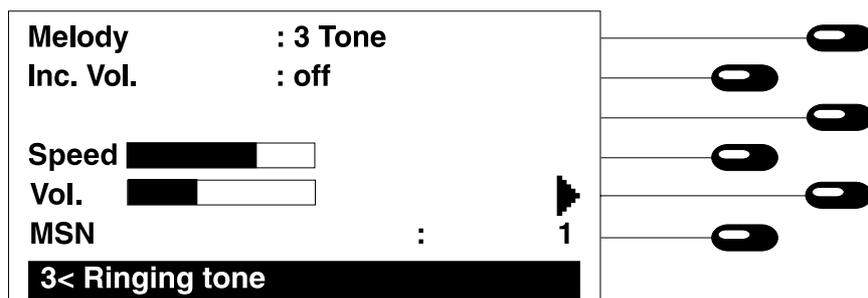
*Date and time are stored. The display returns to the earlier menu.*

## Remark:

The time is automatically set as soon as an outgoing call is made.

## Ringling tone

The ringling tone can be adjusted individually for volume, tone and speed (only for the first 10 melodies). When the incremental volume is activated, the volume is increased automatically at each ringing signal. In addition, you can record 60 individual melodies. When this function is accessed you see the standard values.



From the initial state, press the following buttons: , settings  telephone,  Ringing tone.

### Select melody

1. Press  or .

*You can select a melody from a list. The selected melody is displayed.*

### Record melody

1. Press .
2. Press speed dialling station next to  and hold.
3. Release speed dialling station next to .
4. Press speed dialling station next to the display line "melody".

*Press the button several times to get to the display "melody: free".*

*The recording is started via the in-built microphone.*

*The cursor is displayed next to the melody. Enter a melody name and confirm by pressing .*

# Settings

## Erase melody

1. Press the speed dialling station next to .

*The recorded melody is erased.*

## Adjust volume and speed

1. Press the speed dialling station next to .
2. Press  button and afterwards   
.
3. Press  .
4. Press the speed dialling station next to "inc. vol.".
5. Press the speed dialling station next to .

*The selected melody is heard. The stop symbol replaces the play-back symbol .*

*The speed of the ringing signals is increased or decreased (only for the first 10 pre-set melodies).*

*The melody volume is increased or decreased.*

*The display switches between on and off.*

*off = the melody is heard with the pre-set volume.*

*on = the volume is increased at each ringing tone – from the pre-set volume to the maximum volume.*

*The play-back of the melody is stopped.*

## Do not disturb function

If you do not want your telephone to ring when a specific MSN receives a call, select the corresponding MSN and set the volume to 0 (the volume bar is empty). A ringing tone for an incoming call will now only be heard for electronic telephone book entries with activated VIP filter. You can also control this function via your answering machine (see chapter "Answering machine settings").

## Allocate ringing tone

The earlier mentioned settings refer to the earlier set MSN. An individual ringing tone can be allocated to each MSN or to specific callers as far as there exists an entry in the electronic telephone book.

1. Press the speed dialling station next to the display line "MSN".

*Each time the speed dialling station is pressed, the next MSN is displayed.*

# Settings

## Code lock / direct dialling

---

With code lock you can block access to all telephone functions. If a direct dialling number is stored, this number would be dialled automatically when picking up the handset. If the direct dialling number was deleted, only an emergency number, i. e. the police or the fire brigade can be dialled when the telephone is locked. The telephone can be unlocked by entering the PIN number. Press any button to receive the cursor sign and then enter your PIN.

### Enter direct dialling number

From the initial state, press the following buttons: , settings , phone , direct dial.

*The currently stored direct dialling number is displayed,*

1. Dial the telephone number via the keypad.

*The current direct dialling number is overwritten.*

2. Press  .

*The new direct dialling number is stored.*

### Activate code lock / direct dialling

You can lock or unlock your telephone from the initial state.

#### Lock

1. Press  .

*The symbol "2nd" is displayed.*

2. Press  .

*The symbol "  " is displayed. The telephone is now locked.*

#### Unlock

1. Press any button.

*"Enter PIN" is displayed.*

2. Enter PIN.

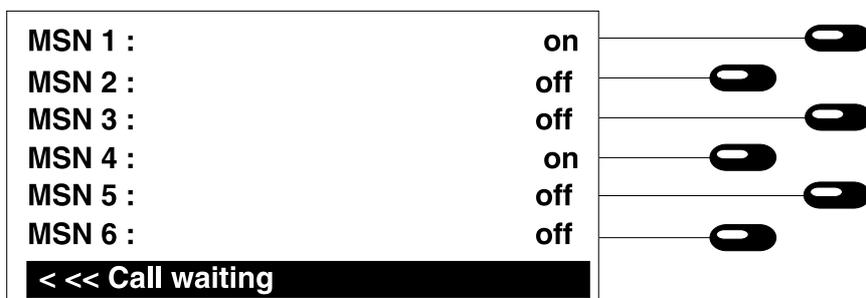
3. Press  .

*The symbol "  " is no longer displayed. The telephone is now unlocked.*

# Settings

## Setting call waiting

If you receive an incoming call while holding a telephone conversation, you can determine whether a call waiting signal shall be emitted during the existing conversation (see also chapter "call waiting").



From the initial state, press the following buttons: , menu settings , telephone , call waiting .

1. Press the speed dialing station next to "MSN".

*You can activate or deactivate the call waiting signal via the speed dialing stations 1 – 6. The display only considers multiple subscriber numbers with an actually assigned number.*

## PABX parameters

Here, you can define the PABX parameters for your telephone.

### Access to the public exchange

If your tiptel 195 is operated within a PABX, you have to dial the access number for the public exchange (this is in most cases 0). If you want to make a call, this number has to be entered before dialling the target telephone number. If you want to make a call within the network of the PABX you have to press the  button before dialling the target extension number. An "i" is displayed in order to indicate the status of an internal call. The access number is not dialled.

### Area code

Enter the area code of your local network. In the call list, incoming calls from within this network will then be displayed without the area code.



# Settings

From the initial state, press the following buttons:  settings , phone , PABX settings .

1. Press the speed dialling station next to the display line "exchange line"
2. Press .
3. Press the speed dialling station next to the display line "area code".
4. Press .

*Enter the access code for the public exchange (depends on your PABX).*

*The access code for the public exchange is stored.*

*Dial the area code of your city.*

*The area code is stored.*

## Charging information

The price for a charge rate can be entered individually. If you enter a charge rate, your tiptel 195 will display the costs incurred for a call directly. The advice of charge can only be used if charging information is transferred by your PABX.



From the initial state, press the following buttons: , settings , phone , "charge per unit" .

1. Press the speed dialling station next to the display line "charge per unit".
2. Enter the new charge rate via the keypad.
3. Press .

*The current charge rate is displayed.*

*The cursor is positioned in the display.*

*The cursor can be moved by pressing the buttons  or .*

*The new charge rate is stored.*

# Settings

## SMS settings (short message service)

You have the option to transfer text messages during an incoming as well as during an outgoing call. The following 3 texts can be pre-set:



From the initial state, press the following buttons: , settings , phone , ICM .

1. Press the speed dialling station next to the desired short message.
2. Press .

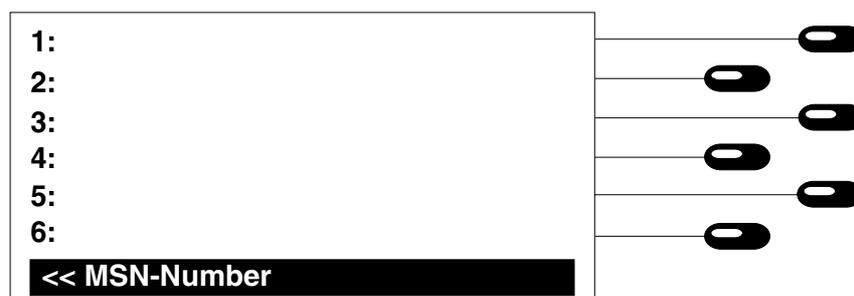
*The cursor is displayed. You may now enter a short text message. When you finish your entry press .*

*The earlier menu is displayed again. The short message is stored.*

# Settings

## Entering the MSN

Your ISDN connection and thus your tiptel 195 can be reached via one or several telephone numbers (MSN). These numbers are obtained from your local telecommunications company. Up to six multiple subscriber numbers can be assigned to your tiptel 195. You may assign a name to each MSN which would be displayed when an incoming call for this MSN is received.



From the initial state, press the following buttons: , settings , MSN .

### Enter MSN:

1. Press the speed dialling station displayed next to MSN.
2. Dial the MSN via the keypad.
3. Confirm your entry by pressing .

*The entry option is activated for the selected MSN.*

*The display shows the entered number.*

*The entry is finished. You may select a further MSN.*

### Enter MSN name:

1. Press .
2. Select the desired MSN by pressing the corresponding speed dialling station next to the display.
3. Enter an MSN name via the alphanumeric keypad.
4. Confirm your entry by pressing .

*The display switches to the name entry option.*

*The entry option is activated for the selected MSN.*

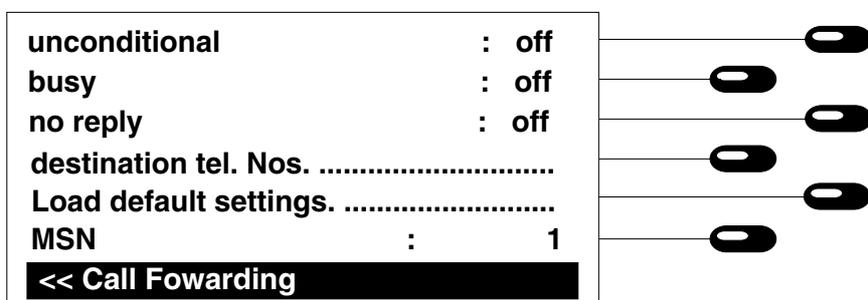
*The entered name is displayed.*

*The entry is concluded. You may select a further MSN or quit the entry by pressing the menu button.*

# Settings

## Call forwarding

The call forwarding feature allows you to forward an incoming call for your extension to another subscriber number. You can set a default call forwarding number for each MSN. In order to activate the call forwarding just press the speed dialling station next to  from the initial state. The activated call forwarding function is indicated by the blinking call forwarding symbol in the display (see chapter "symbols and short descriptions"). You can deactivate the call forwarding by pressing the speed dialling station again. The call forwarding symbol will no longer blink. In the "call forwarding" menu you can see, which type of call forwarding was programmed (e.g. unconditional, on no answer, on busy etc.) – even if the programming was done via another telephone. If you want to know the settings that had been programmed via the speed dialling station "call forwarding", just press the speed dialling station next to the display line "load default setting".



From the initial state, press the following buttons: , settings , call forwarding  or .

### Select MSN

1. Press the speed dialling station displayed next to MSN.

*You can switch between the MSNs by pressing the speed dialling station again. The current individual settings for each MSN are displayed.*

### Load settings

1. Press the speed dialling station displayed next to "load default setting".

*The individual settings are replaced by the default settings.*

### Call forwarding settings

There are three different settings for a call forwarding function. One which is always active (unconditional), one for when you are holding a telephone conversation (busy) and one for when an incoming call is not answered within 15 seconds (no answer). Each of these function types can be activated or deactivated separately. You can enter a different target call forwarding number for each of the above settings.

1. Press the speed dialling station next to the function.
2. Press the speed dialling station next to "numbers".

*The display switches between on and off.*

*The display switches to the entry fields for the target telephone numbers of a call forwarding.*

# Settings

## Call forwarding settings (continued)

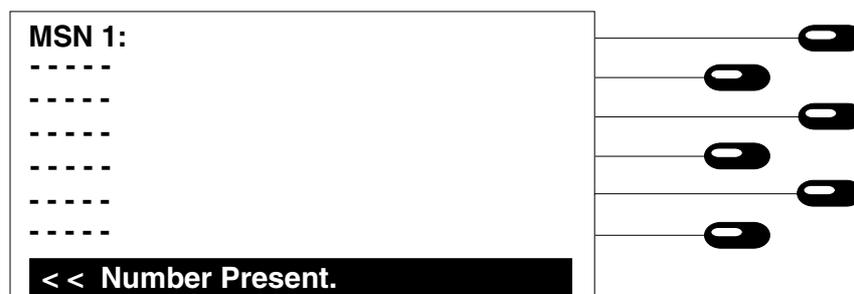
3. Press the speed dialling station next to the function.
4. Confirm your entry by the  button.

*The cursor is activated. Enter the target telephone number for the call diversion.*

*The entry is finished. You may continue with another function or go back to the earlier menu by pressing  .*

## CLIP

You may activate or deactivate the number presentation for incoming or outgoing calls. By the menu "CLIP", you have the option to pre-set the number presentation for each MSN. Pressing the buttons 2nd, 1 – 6 (MSN 1 – MSN 6) sets the default MSN for the number presentation.



From the initial state, press the following buttons: , settings , number presentation .

1. Press the speed dialling station next to the desired MSN.

*The display switches when the speed dialling station for the selected MSN is pressed again:*

**inc., outg.:** *Your telephone number as well as the calling party's telephone number is presented.*

**outgoing:** *Your telephone number is presented.*

**incoming:** *The calling party's telephone number is presented.*

**off:** *No telephone numbers are presented.*

# Settings

## Changing the PIN code

With your PIN code you can prevent unauthorised use of your telephone. The PIN code is required to restrict functions and to "unlock" your telephone.



From the initial state, press the following buttons: , settings , system , PIN .

1. Enter the already programmed PIN code.
2. Press .
3. Enter new PIN code.
4. Press .

*In the factory pre-set, the PIN code is "000".*

*If the correct code has been entered, "enter new PIN" is displayed.*

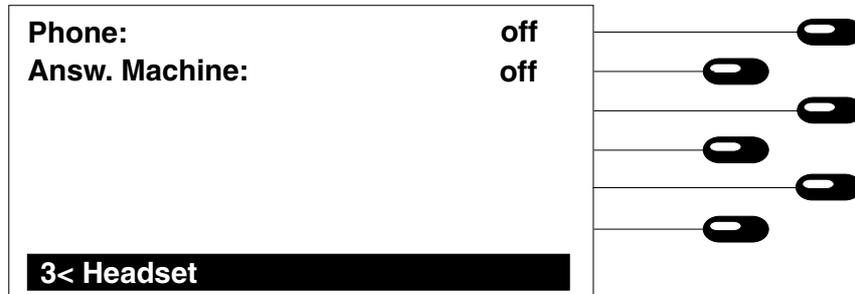
*Your new PIN may consist of a combination of numbers or letters. The length of the PIN code may range from 1 to 10 digits. Please make sure to remember your new PIN code before storing it.*

*The new PIN code is stored. The display switches to the earlier menu.*

# Settings

## Headset

Instead of using the hands-free mode you can also connect a headset. You can also use the headset to listen to incoming messages on your answering machine or to record outgoing messages.



From the initial state, press the following buttons: , settings , system , headset .

1. Press the speed dialling station next to "phone".

*The display switches between "on" and "off".  
off = Telephone calls can be made via the hands-free mode.*

*on = Telephone calls can be made via the headset.*

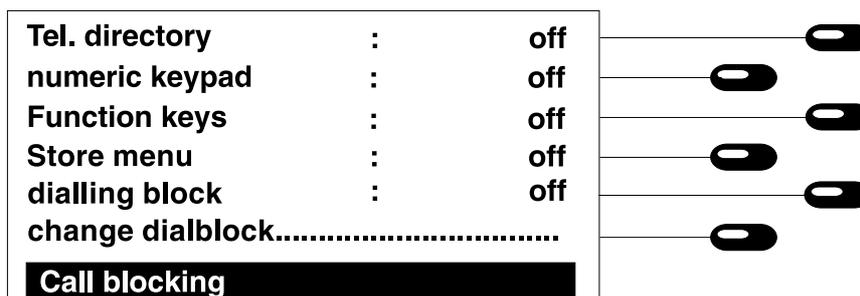
2. Press the speed dialling station next to "answering machine".

*The display switches between "on" and "off".  
off = Incoming and outgoing messages can be played back or recorded via the in-built microphone or the internal loudspeaker.*

*on = Incoming and outgoing messages can be played back or recorded via the headset.*

## Call blocking

You have the option to block different buttons or functions of your telephone so that these cannot be used. Blocked buttons or functions only become accessible again when the PIN code is entered.



# Settings

## Call blocking (continued)

---

From the initial state, press the following buttons: , settings , system , call blocking , PIN .

### Activate blocking function

- Block electronic telephone book (phonebook).**  
*on = Access to the electronic telephone book blocked.*  
*off = Electronic telephone book accessible.*
- Block keypad (digit block).**  
*on = Dialling via the keypad blocked.*  
*off = Keypad accessible.*
- Block speed dialling stations (function keys).**  
*on = Speed dialling stations starting from the initial state blocked.*  
*off = Speed dialling stations starting from the initial state accessible.*
- Block enter or menu button. (store, menu).**  
*on = Enter and menu buttons blocked.*  
*off = Enter and menu buttons accessible.*
- Block dialling function (keypad).**  
*on = All dialling functionality blocked.*  
*off = All dialling functionality accessible.*
- Block use of speed dialling station next to "change keypad".**  
*An entry field allows you to enter up to 6 different numbers or number ranges to be blocked.*

### **Blocking specific telephone numbers or number ranges**

- Press any speed dialling station.**  
*The cursor is displayed and blinks in the corresponding line.*
- Enter the numbers to be subject to blocking. The  button serves as a free variable parameter. The access code number for the public exchange must always be entered.**  
*Examples:*  
*0190 = restricts all telephone numbers beginning with 0190.*  
*00 = restricts all telephones beginning with 00 (international calls).*  
*8\*4 = restricts all telephone numbers beginning with 8 and having 4 as the 3rd digit.*  
*\* = restricts all outgoing calls (full restriction).*
- Press .**  
*The telephone number is stored and you can continue to enter further numbers to be blocked.*

# Settings

## Call blocking (continued)

---

Entering telephone numbers that can be dialled although the blocking has been activated:

1. Press  button

*The cursor for the entry of the permitted telephone number is displayed. Telephone numbers for emergency calls are subject to the factory pre-set.*

2. Press a speed dialling station and enter the desired target telephone number.

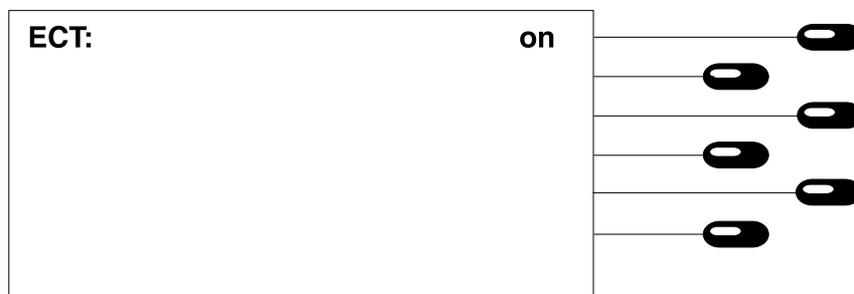
3. Press  .

*The corresponding telephone number is stored and you may enter further telephone numbers.*

## Call transfer

---

By the "call transfer" function you can transfer an incoming call (see also chapter "telephone calls – call transfer") to another extension. Whether this function is executed via the ISDN feature ECT (explicit call transfer) or via a non-standard procedure depends on the installed PABX. Should your PABX not support the ECT feature, please switch this function off as described hereafter.



From the initial state, press the following buttons:  , settings  , system  , ISDN  .

1. Press the speed dialling station next to the display line "ECT".

*The display switches between on and off.  
off = non-standard procedure call transfer.  
on = ECT used for call transfer.*

# Settings

## Call diversion

---

**This service must be activated by your local telecommunications company.**

This function allows you to divert incoming calls directly. If you activate the filter function CD in the electronic telephone book, incoming calls for this entry (number has to be presented) are directly diverted and your telephone will not ring in this case. You can set a default call diversion destination number for each MSN separately as described hereafter.

**From the initial state, press the following buttons:** , **settings** , **system** , **ISDN** , **CD destinations** .

**Enter call transfer destination number:**

- 1. Press the speed dialling station next to the desired MSN.**
- 2. Dial destination number via the keypad.**
- 3. Confirm your entry by pressing** .

*The entry mode for the selected MSN is activated.*

*The dialled number is shown in the display.*

*The entry is finished. You may enter another destination number or quit the menu by pressing the  button.*

# Paging calls

## General information on paging calls

---

The tiptel 195 supports the automatic selection and sending of messages via a paging service. As every paging service requires a different access procedure, your tiptel 195 offers you the option of a freely adjustable access procedure.

## Store pager message

---

The message addressed to a pager is stored as additional information within the electronic telephone book.

1. Press  .  
*The electronic telephone book is opened.*
2. Enter name and press  .  
*The name must begin with a letter.*
3. Enter the telephone number of the paging network and of the addressee.  
*Use the following signs:  
0 ... 9, \* star button, # hatch button, wait for announcement.*

### Please consider:

Sometimes, paging services change their access procedure. We recommend that you test the function before attempting to use.

### If desired:

1. Press the speed dialling station next to the display line "settings".  
*The cursor jumps in the information field.*
2. Press the speed dialling station next to "information" and enter message.  
*You can now enter the message to be sent to the paging receiver.*  
***Please consider the maximum length of the message and the allowed range of characters.***  
***only tone: no entry necessary***  
***numeric: numbers only***
3. Press the  button twice.  
*The entry is stored in the electronic telephone book.*

# Paging calls

## Outgoing paging calls

---



1. Enter the initial letter of the desired addressee or scroll by using the buttons  and .
2. Press the speed dialling station next to the display of the corresponding name.

*Press the buttons to get to the desired entry.*

*The display shows the complete entry. The loudspeaker is activated and the dialling procedure is initiated. After establishing a connection, the message is sent automatically. You can follow all actions via the loudspeaker. After acknowledgement by the side of the paging network, the device turns off automatically.*

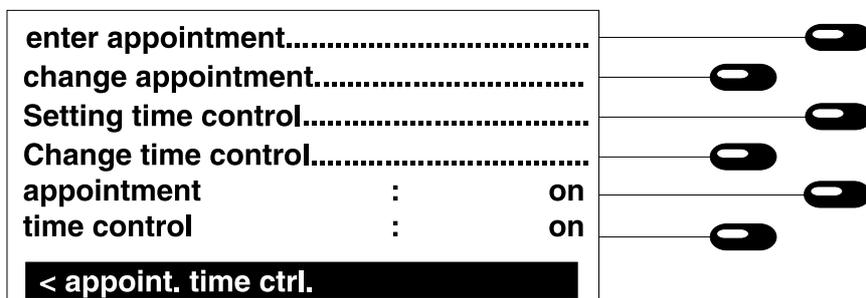
### **Paging network failure or paging network not ready?**

The process can be interrupted at any time. For this purpose, just press the  button.

# Appointments

## General information on appointments

---



From the initial state, press the following buttons: , appointments/time ctrl. .

### Enter appointment

Allows you to store new appointments.

### Change appointment/time control (modify appointment)

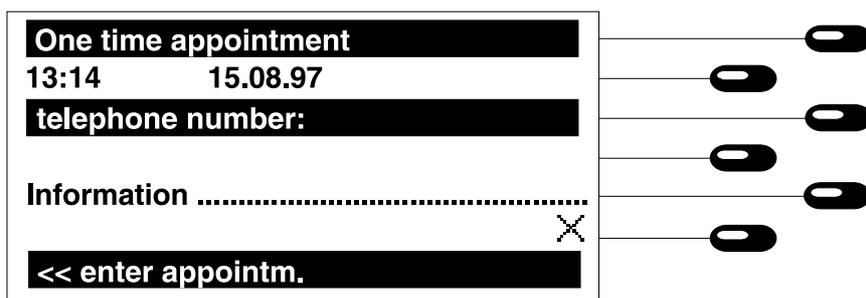
allows you to view, correct and erase appointments.

### Appointment/time control on/off

allows you to deactivate the ringing signal for appointments.

### Entering appointments

You can enter individual appointments or regular appointments at a daily, weekly, monthly or annual interval.



The display shows the type of appointment, the time and date as well as a telephone number and information. The current date and time are already set to make your entry easier.

# Appointments

## Select type of appointment:

1. Press the speed dialling station next to the display line "enter appointments/time ctrl" .

*The type of the appointment (interval) is changed each time you press the speed dialling station.*

**One-time** = An individual one-time appointment is informed (display and acoustic signal). The entry is automatically erased after the corresponding appointment was issued.

**daily** = The appointment is informed (display and acoustic signal) every day at the set time.

**weekly** = The appointment is informed (display and acoustic signal) at the entered weekday and time.

**monthly** = The appointment is informed (display and acoustic signal) every month at the entered weekday and time.

**yearly** = The appointment is informed (display and acoustic signal) every year at the entered date and time.

## Enter time/date of the appointment:

2. Press the speed dialling station next to the displayed current time and date.

*The displayed entry screen depends on the selected type of appointment. Enter the appointment via the keypad or in the case of a weekly appointment, select the corresponding weekday via the  and  button.*

3. Press  .

*The entry screen is stored.*

## If desired you can enter a telephone number:

4. Press the speed dialling station next to "number".

*Enter the desired telephone number.*

5. Press  .

## If desired you can enter additional information:

6. Press the speed dialling station next to "information".

*The cursor is positioned in the information field and you can start entering information.*

7. Press  .

*The information is stored.*

## Store appointment:

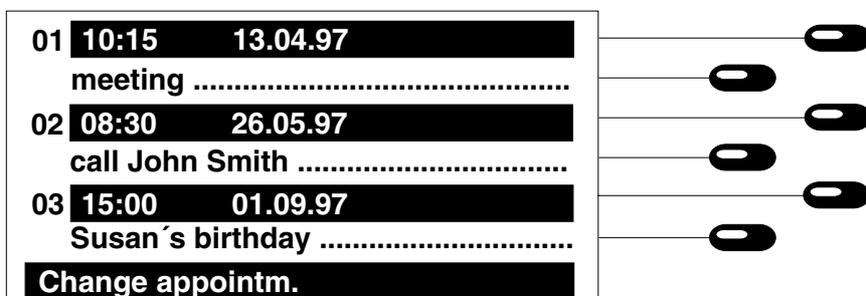
- Press  .

*The appointment is stored.*

# Appointments

## Editing appointments

The stored appointments are sorted according to date and time. Use the  and  to scroll.



From the initial state press the following buttons: , appointment./time ctrl , change appointments .

1. Press the speed dialling station next to the desired appointment.
2. Press the  button to quit the entry.

*The entry is displayed with all fields.*

*The display resumes the appointment overview.*

### Corrections:

1. Press the speed dialling station next to the appointment to be changed.
2. Press .

*Now enter the desired changes and confirm those by pressing .*

*The corrected entry is stored.*

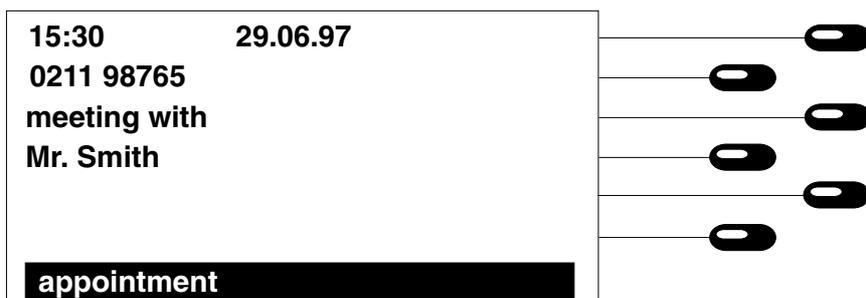
### Erasing:

1. Press the speed dialling station next to "X".

*Confirm the safety verification. The entry is erased.*

## Reminder for appointments

If an appointment is due, this is indicated via the display and via an acoustic signal.



# Time control

## Reminder for appointments (continued)

1. The set appointment time is reached.

*The appointment is indicated via an acoustic signal. The display shows all related information. When pressing the speed dialling station next to the displayed telephone number, the dialling process is initiated. You can turn the acoustic signal off by pressing any button. The appointment remains in the display.*

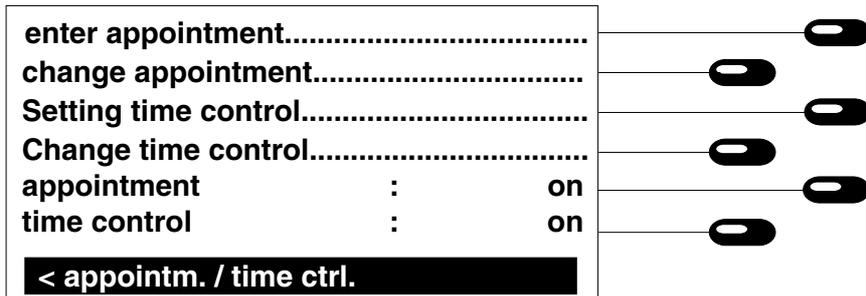
2. Press  .

*One-time appointments are erased automatically. The device resumes the initial state.*

## General information on time control

General information on time control

The time control allows you to activate or deactivate the functions answering mode, call forwarding and the “do not disturb function”. Moreover, you can determine the outgoing message that your answering machine will play back at defined times.



From the initial state, press the following buttons:  , apptm./time control .

### Enter time control data

Allows to enter new time control data.

### Edit time control data

By this sub-menu you can view, correct and erase time control data.

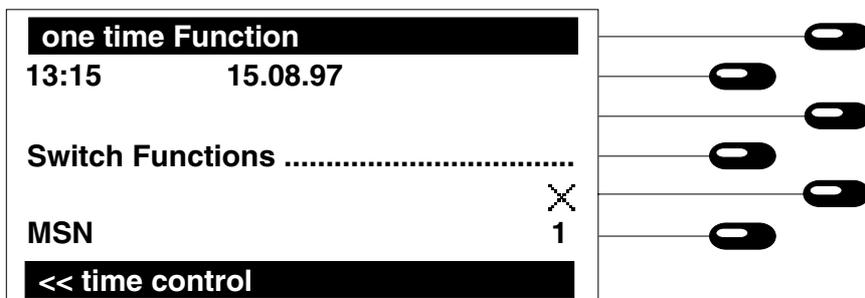
### Time control on/off

Allows you to deactivate the entered time control data.

# Time control

## Entering time control data

You have the option to enter different types of time control data for the execution of a specific function, i. e. on a one-time, weekly, monthly or yearly basis.



### 1. Enter time control data

*The display shows the entry fields for the time control. In order to ease the handling, the current date and time are already available.*

### Select MSN

#### 1. Press the speed dialling station next to the display "MSN".

*You can switch between the individual MSNs by pressing the speed dialling station again.*

### Select time control

#### 1. Press the speed dialling station next to the first display line.

*Each time you press the corresponding speed dialling station, a different time control interval is displayed.*

*One-time function = A specific function is executed at the set time. When the set time is reached, the function is executed and the entry is erased automatically afterwards.*

*Daily function = The specific function is executed every day at the set time.*

*Weekly function = The specific function is executed on the defined weekday.*

*Monthly function = The function is executed every month on the defined weekday.*

*Yearly function = The function is executed annually on the set month and day.*

# Time control

## Enter times

1. Press the speed dialling station next to the display line that shows the time.
2. Press .

The displayed entry screen depends on the entered time interval of the function. Enter the desired times via the keypad or if you intend to determine a specific weekday use the buttons  and .

The time is stored.

## Select function to be executed

1. Press the speed dialling station next to "select function".
2. Press the speed dialling station next to "answer mode"

An entry screen shows the available functions that are subject to time control.

The display switches between on, off and "- - -" when pressing the speed dialling station again.

- - - = not subject to time control

on = the answer mode is activated at the stored time.

off = the answer mode is deactivated at the stored time.

3. Press the speed dialling station next to "call forwarding".

Remark:

Here, only the function itself can be activated or deactivated for the MSN in question. The telephone number has to be pre-set.

The display switches between on, off and "- - -" when pressing the speed dialling station again.

- - - = not subject to time control

on = the call forwarding is activated at the stored time.

off = the call forwarding is deactivated at the stored time.

4. Press the speed dialling station next to "ringing tone".

The display switches between on, off and "- - -" when pressing the speed dialling station again.

- - - = not subject to time control

on = the ringing tone is activated at the stored time.

off = the ringing tone is deactivated at the stored time.

5. Press the speed dialling station next to "outgoing message"

Select the desired outgoing message by pressing the speed dialling station repeatedly. The selected message will be activated at the stored times. If you select "-" instead of a message number, this function is not subject to time control.

The earlier display is shown.

6. Press .

## Store time control data:

1. Press .

The time control data is stored including the corresponding functions.

# Time control

## Editing switching times

The stored switching times are sorted and displayed according to date and time. A symbol indicating the function to be activated is displayed below the time line. You can scroll the entries by using the  or  buttons.

### Symbols

1 : target MSN for the corresponding function

 : answer mode

 : call forwarding

 : do not disturb function

OGM7 : target outgoing message

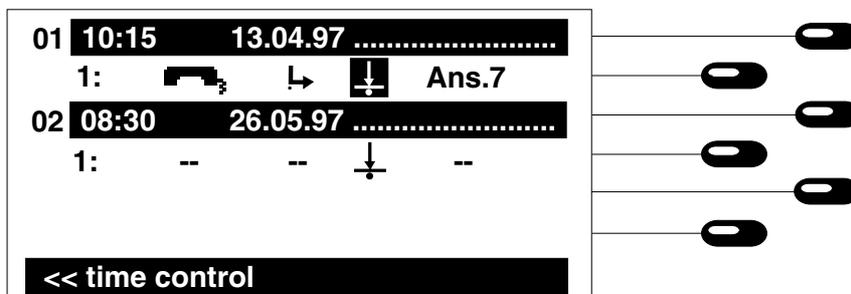
-- : no function

### Remark:

Symbol: .....function will be activated.

Symbol in reverse: .....function will be deactivated.

No symbol: .....no function.



From the initial state, press the following button: , appointments/time ctrl. , change time .

1. Press the speed dialling station next to the displayed switching time.
2. Press .

*The complete entry including the entry fields is displayed. You may now make your corrections.*

*The corrected entry is stored.*

In order to erase an entry:

1. Press the speed dialling station next to "X".

*Confirm safety verification. The entry is erased.*

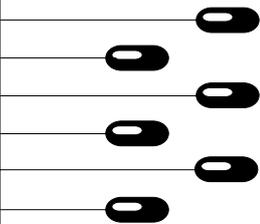
## Information

### Charge counter

**(service has to be activated by your local telecommunications company)**

The charge counter accumulates and displays the total costs of all calls incurring for the MSN in question. This counter can be reset and will then start with "0". Using the  $\text{2}^{\text{nd}}$  button, you can switch between the charge display and the date display (time of the last reset).

MSN 1:	0.00
-----	
-----	
-----	
-----	
-----	
<< Charge $\Sigma$	0.00



From the initial state, press the following buttons:  $\text{Menu}$ , information , charges .

#### Reset the charge counter

1. Press the speed dialling station next to the MSN display for which the charges shall be reset and confirm the safety verification afterwards.

*The total costs of all calls are displayed.*

*The charge counter is reset and the current date is taken as the starting date for all further accumulation of charges.*

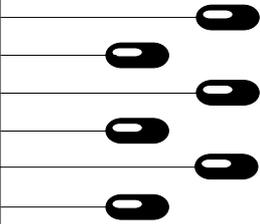
#### Remark:

The incurred costs can be allocated to a specific MSN by selecting the CLIP function for this MSN. The selection can be done from the initial state via the button sequence  $\text{2}^{\text{nd}}$ , 1 – 6 (MSN1 – MSN6).

### Charges for the entire connection

You have the option to control the charges for your entire connection, i. e. also for other terminal equipment that is connected to your S0 bus.

<b>Last call</b>	
Charge :	1.92
<b>since 18:04 01.08.97</b> 	
total :	76.88
195 :	30.00
<< Charge $\Sigma$	106.8



From the initial state, press the following buttons:  $\text{Menu}$ , information , charges , connection .

*The total costs of all calls are displayed.*

#### Charges for the last call:

Here, the costs incurred for the last call caused by another terminal equipment unit (not those for your tiptel 195) are displayed.

## Information

### Charges for the entire connection:

Here, the accumulated total charges for your entire connection are displayed. The charges incurred for other terminal equipment units can be reset separately.

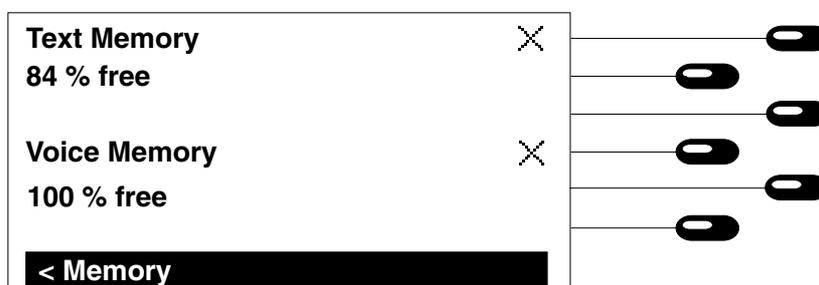
### Reset charge counter

1. Press the speed dialling station next to "X" and confirm the safety verification.

*The charge counter displayed next to "connection" is reset and the current date is taken as a starting date for all future charges.*

## Memory

Your tiptel 195 informs you on the currently free memory capacity.



The text memory includes the memory for names, telephone numbers and additional texts. The voice memory includes the memory for outgoing messages, recorded incoming messages, information and recorded ringing tones.

From the initial state press the following buttons: , information , memory .

### Erase text entries

1. Press the speed dialling station next to "X" and confirm the safety verification.

*The entire text memory is deleted.*

### Erase voice recordings

1. Press the speed dialling station next to "X" and confirm the safety verification.

*The entire voice memory is deleted. This procedure may take several seconds.*

# Information

## Calls

The call counter informs you on the frequency of calls and displays the total number of incoming and outgoing calls.



Outgoing = displays the total number of outgoing calls.  
Incoming = displays the total number of incoming calls.

From the initial state press the following buttons: , information , calls .

*The call counter is displayed.*

### Reset counter

1. Press the speed dialling station next to "X" and confirm the safety verification.

*The two call counters (incoming and outgoing) are reset. The current date is taken as the starting date for all further counts.*

## LCR (Least Cost Routing)

### **Selection of telecommunications network providers**

---

Via an access number to be entered before the target subscriber number (Call by Call), you are free to make your choice from a variety of telecommunications providers. Your tiptel 195 now allows you to make this choice without entering such an access number manually. The corresponding provider is automatically selected according to the following criteria:

- time
- working day or Sunday, Saturday and public holiday
- target destination (tariff zone).

An automatic selection of the provider is possible depending on the lowest telephone tariff (Least Cost Routing). In order to do this, you will have to fill in seven tables. Some of the tables in question already contain default values. We cannot guarantee that these default values are correct under all circumstances or in all countries. You can deactivate the entire function by the setting "LCR:off" in the menu LCR. Please fill in the tables as described hereinafter and take into consideration that a registration with some providers is required before usage. The name of the selected telecommunications provider is displayed during the dialling procedure. The function is activated automatically for all dialling processes except for manual dialling or off-hook redialling.

## LCR

### Entering the provider data

You have the possibility to enter six different providers with access number and name. You should contact the network providers to ascertain their access codes. The table below is for illustration purposes only.

01033	:	B.T.	<input type="checkbox"/>
01070	:	Cable and Wireless	<input type="checkbox"/>
01019	:	MobilCom	<input type="checkbox"/>
01030	:	TelDaFax	<input type="checkbox"/>
01011	:	o.tel.o	<input type="checkbox"/>
01079	:	Viatel	<input type="checkbox"/>
<b>&lt;&lt; Provider</b>			

Starting from the initial state, press the following buttons: Menu, LCR, Provider.

1. Press the speed dialling station next to the desired entry. *The entry for the access number is activated.*
2. Enter access number via the keypad. *The entered numbers are displayed.*
3. Confirm the entry by the  button. *The entry is completed. The entry of the provider name is activated.*
4. Enter the provider's name via the keyboard. *The entered provider name is displayed.*
5. Confirm the entry by the  button. *The entry is completed.*

# LCR

## Entering the switching times

You can enter six different switching times for weekdays (Monday – Friday) and for public holidays, Saturdays or Sundays. The selection of the provider depends on these switching times and the entered tariff zones.



Starting from the initial state, press the following buttons: Menu, LCR, Times working days or Times public holidays.

1. Press the speed dialling station next to the desired entry.
2. Enter the date via the keypad.
3. Confirm the entry by the  button.

*The entry for the corresponding times is activated.*

*The entered dates are displayed.*

*The entry is completed.*

## Entering the public holidays

The telephone allows a provider selection for weekdays (Monday – Friday) and for public holidays, Saturdays, Sundays. The public holidays are already pre-programmed but can be changed.

Some public holidays such as Easter have to be re-programmed every year.

1:	01.01.	<input type="checkbox"/>
2:	10.04.	<input type="checkbox"/>
3:	13.04.	<input type="checkbox"/>
4:	01.05.	<input type="checkbox"/>
5:	21.05.	<input type="checkbox"/>
6:	24.12.	<input type="checkbox"/>
<b>&lt;&lt; time for holidays</b>		

From the initial state, press the following buttons: Menu, LCR, public holidays.

1. Press  or  button.

*Pressing these buttons allows you to browse through the list of public holidays and to stop at the desired entry.*

2. Press the speed dialling station next to the desired entry.

*The entry for the corresponding date is activated.*

3. Enter the date via the keypad.

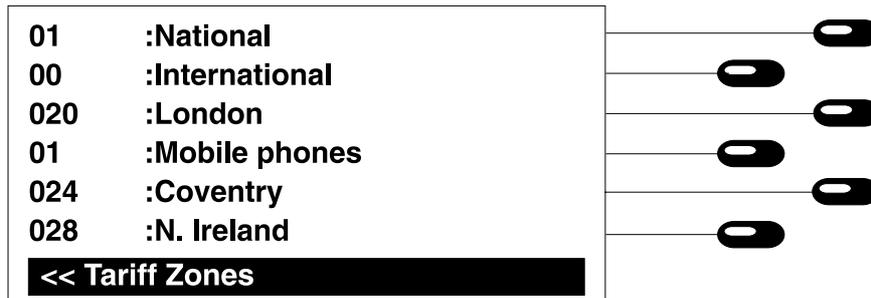
*The entered dates are displayed.*

4. Confirm the entry by the  button.

*The entry is completed.*

## Entering the tariff zones

You have the possibility to enter up to 30 different tariff zones. You can have a provider selection for each tariff zone controlled by switching times, weekdays and public holidays. The tariff zone is determined by the first numbers of the target telephone numbers. Within individual tariff zones (e. g. 00 for international calls) it is also possible to indicate sub-tariff zones (e. g. 0031 for The Netherlands).



From the initial state, press the following buttons: Menu, LCR, tariff zones.

1. Press  or  button.  
*Pressing these buttons allows you to browse through the list of tariff zones and to stop at the desired entry.*
2. Press the speed dialling station next to the desired entry.  
*The entry for the corresponding tariff zone is activated.*
3. Enter the tariff zone via the keypad.  
*The entered data is displayed.*
4. Confirm the entry by the  button.  
*The entry is completed. The entry for the tariff zone name is completed.*
5. Enter a tariff zone name via the keyboard.  
*The entered name is displayed.*
6. Confirm the entry by the  button.  
*The entry is completed.*

# LCR

## Assigning tariff zones to different providers

Here, you determine via which provider a specific tariff zone shall be selected at a specific time.

*Pressing these buttons allows you to browse through the list of tariff zones and to stop at the desired entry.*

From the initial state, press the following buttons: Menu, LCR, tariff zones.

*The possible switching times and the provider name are displayed. The provider selection for working days is activated.*

1. Press  or  button.
2. Press  .
3. Press the speed dialling station next to the desired tariff zone.
4. Press the speed dialling station next to the desired switching time.

*The display switches between the individual providers. By selecting "- - -", the LCR function is deactivated for the indicated time.*

*The provider selection for public holidays is activated.*

*The display switches between the individual providers.*

Entry for public holidays:

5. Press the  button.
6. Press the speed dialling station next to the desired switching time.

## Answering machine

### Outgoing messages

Your tiptel offers you the option to record 6 individual outgoing messages. When using the additional outgoing message from the factory pre-set you can activate the answer mode immediately – without the necessity to record an OGM before (plug & answer). You can play back the pre-recorded outgoing message by selecting OGM 7 and pressing the speed dialling station next to  .



# Answering machine

## Outgoing messages (continued)

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From the initial state, press the following buttons: , answering machine , outg. message .

**Outgoing message:** Here, you can select the number of the outgoing message to be changed. Message numbers 1 to 6 are individual messages and message 7 is the pre-recorded outgoing message.

**Type:** You can determine whether a caller has the option to leave a message (with incoming message recording) or whether he may only listen to your outgoing message (without incoming message recording). Message 7 is always "with incoming message recording".

**Rec. OGM:** You can record the message that is played back for the calling party when your answering machine picks up.

**Rec. final mess.:** You can record a final message that is played back for the caller after having spoken his message. It is up to you whether to record a final message. If no final message is recorded, the caller will hear the voice message "the device will switch off".

### Record an outgoing message:

- 1. Press the speed dialling station next to "outg. mess."** *You can switch between messages 1, 2, 3, 4, 5, 6 and 7 by pressing the speed dialling station repeatedly.*
- 2. Press the speed dialling station next to "with inc. rec."** *The display switches between "without incoming recording" and "with incoming recording". Set the function you desire.*
- 3. Press and hold the speed dialling station next to "rec. outg. mess."** *Start your recording after the beep using the in-built microphone. The recording time is displayed. The recording will stop automatically as soon as the recording capacity is exhausted.*
- 4. Release the speed dialling station.** *The recording is completed and is played back for verification purposes.*

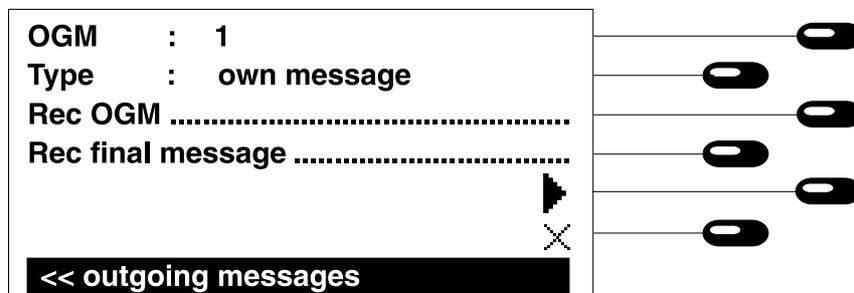
You selected the option "with incoming recording" and want to record an individual final message.

- 5. Press and hold the speed dialling station next to "rec. final message".** *Speak your final message after the beep. The recording is limited to 30 seconds.*
- 6. Release the speed dialling station.** *The recording is completed and is played back for verification purposes.*

# Answering machine

## Outgoing messages (continued)

### Testing outgoing messages



1. Press the speed dialling station next to "out. mess."
2. Press the speed dialling station next to  .

You can switch between messages 1, 2, 3, 4, 5, 6 and 7 by pressing the speed dialling station repeatedly. Select the desired message.

The outgoing message is played back. The play back symbol  is replaced by the stop symbol . The play back can be interrupted by pressing the speed dialling station next to .

### Erasing outgoing messages

#### Erase outgoing message

1. Press the speed dialling station next to "out. mess."
2. Press the speed dialling station next to .

You can switch between messages 1, 2, 3, 4, 5, 6 and 7 by pressing the speed dialling station repeatedly. Select the desired message.

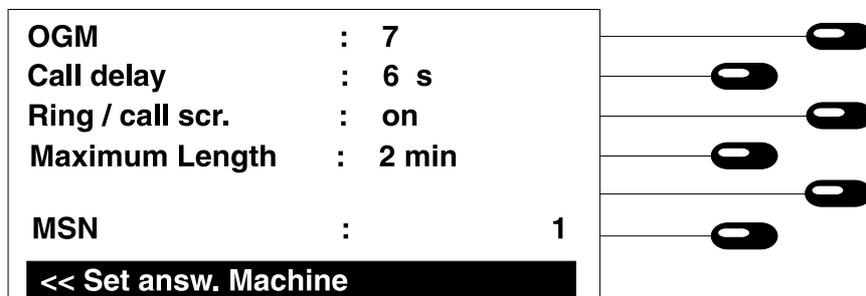
The entire outgoing message is erased and deleted from the memory (not possible for outgoing message 7).

**Note:** Outgoing messages can be recorded and heard by using the handset. Just pick up the handset when you are in the corresponding menus. Incoming calls, that are signalled in this state, can be answered by pressing the  button.

# Answering machine

## Answering machine settings

Here, you have the option to define the answering machine settings for your individual need.



In order to select the desired function, just press the assigned speed dialling station.

From the initial state, press the following buttons: , set answering machine , AM settings .

### Outgoing message

1. Press the speed dialling station next to "outg. mess."

*You select the outgoing message. You can switch to the next outgoing message by pressing the speed dialling station again.*

### Call delay

1. Press the speed dialling station next to "call delay".

*Here, you determine the desired period of time until the answering machine picks up. Enter the time via the keypad and confirm the entry by the  button.*

### Ringing tone/call screening

1. Press the speed dialling station next to "tone/screening".

*The display switches between "on" and "off" each time you press the speed dialling station.*

*On = Ringing tone and loudspeaker are active during the answer mode.*

*Off = Ringing tone and loudspeaker are not active during the answer mode.*

### Length of the recording

1. Press the speed dialling station next to "maximum length".

*This is the maximum recording length a caller has at his disposal. Enter the number of minutes via the keypad and confirm the entry by the  button.*

### MSN

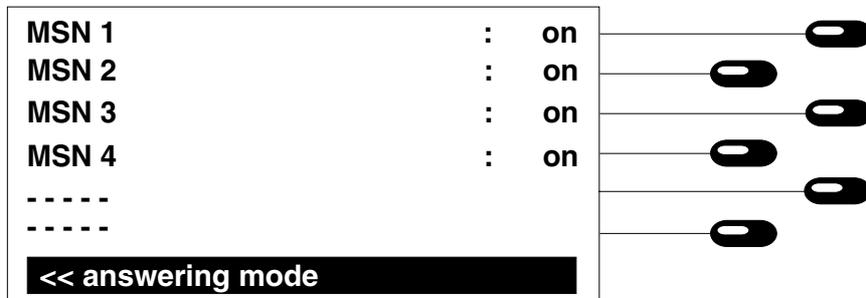
1. Press the speed dialling station next to "MSN".

*The display switches to the next MSN each time you press the speed dialling station.*

# Answering machine

## Answering mode settings

In the initial state, you can switch the answering mode on or off through the speed dialling station 1. Here, you can set the target MSN(s) for the answer mode.



From the initial state, press the following buttons: , answering machine , answer mode settings .

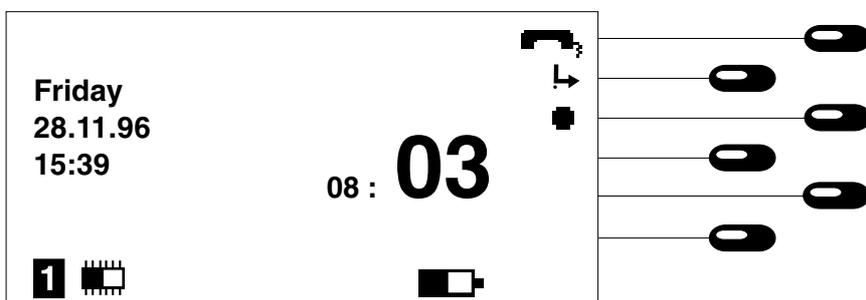
1. Press the speed dialling station next to "MSN".

*You can pre-set the answer mode via the speed dialling stations 1 – 6. The display switches between "on" and "off", each time you press the speed dialling station next to the corresponding MSN. If a message transfer function was set, the symbol  is displayed.*

### Remark:

You may also access this menu by pressing the  button and the speed dialling station 1 afterwards.

## Answering mode



# Answering machine

## Answering mode (continued)

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1. Press the speed dialling station next to  .

*The answering mode is activated. The LED blinks. The symbol for the remaining recording time is displayed. The call counter is set to 00. The incoming message counter indicates the messages not yet played back. Incoming messages can be screened via the loudspeaker. If you want to answer an incoming call personally, just pick up the handset or switch the hands free mode on (loudspeaker).*

**In order to switch the answering mode off:**

2. Press the speed dialling station next to  again.

*The device resumes the initial state. The LED no longer blinks.*

## Remaining recording capacity

---

The remaining storage time for incoming messages is indicated: 

If the memory is 100 % free, this corresponds to a maximum recording time of about 60 minutes. The available recording time depends on the length and the number of recorded outgoing messages. If the recording capacity is exhausted, the answering machine deactivates the answering mode automatically.

## Erasing all incoming messages

---

Press  and the speed dialling station next to the display "  " afterwards. Confirm the safety verification. All incoming messages are erased so that the entire memory will be available to record new incoming messages. The erasing procedure can only be executed if all incoming messages have already been played back. Outgoing messages are not affected by the erasing procedure. If you erase all incoming messages, this might take a few seconds. Afterwards, activate the answering mode by pressing the corresponding speed dialling station  .

## Dictate / information

---

Via the in-built microphone, information can be recorded by pressing the speed dialling station next to the display line "  ". The recording is terminated when pressing the speed dialling station next to the display line <. The information is handled as any other message. The message counter is increased.

## Play-back of incoming messages

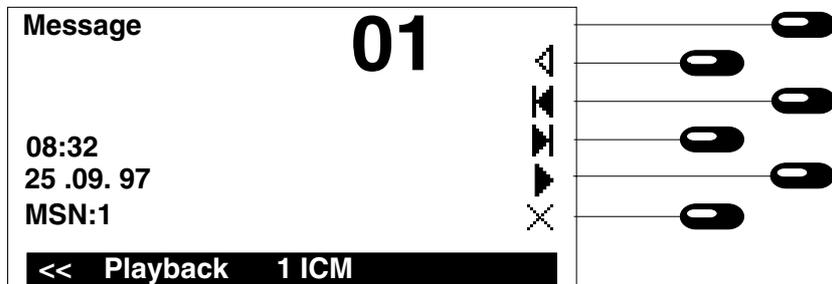
---

The symbol "  " is displayed if at least one incoming message was received and in addition the LED blinks. All new incoming messages are played back after pressing the speed dialling station next to the symbol (see chapter "play back/erase incoming messages").

# Answering machine

## Playing back incoming messages

Here, all messages from the voice memory can be played back and erased individually.



### Play back

From the initial state, press the following buttons: , messages .

1. Press the speed dialling station next to "  ". The symbol is no longer displayed. The display now shows the symbols "<" (stop) and "  " (erase).

*The play-back starts and all new incoming messages are played back sequentially. Apart from the message recording number, the time and date the message was received are displayed.*

### Volume

1. Press  or .

*Decreases or increases the volume.*

### Repetition

1. Press the speed dialling station next to "  ".

*The last few seconds are repeated.*

### Next message

1. Press the speed dialling station next to "  ".
2. Press the speed dialling station next to "  ".

*The current play-back is interrupted and the next message is played back.*

*The play-back is resumed at the beginning of the current incoming message or at the beginning of the previous message.*

### Stop play-back

1. Press the speed dialling station next to "  ".

*The play-back is stopped.*

### Erasing an individual message

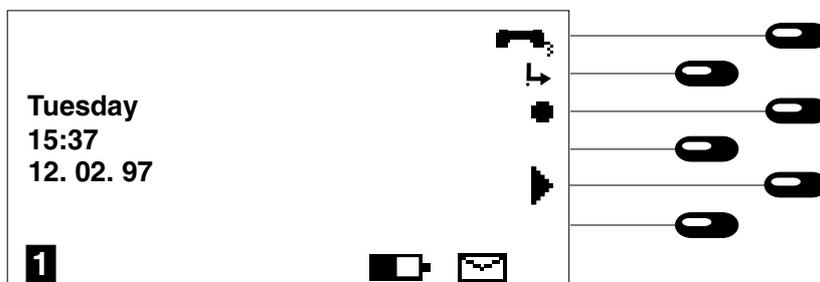
1. Press the speed dialling station next to "  " during play-back.

*The current incoming message is erased. New message numbers are assigned to all incoming messages that follow.*

# Answering machine

## Dictate / information

You can use your answering machine to dictate personal information. If you speak your information while the answering mode is on, other persons can retrieve this information via a remote interrogation function. In this way, your answering machine can serve as an electronic mailbox.



1. Press the speed dialling station next to "■".

"start info rec." is displayed. Start recording your info via the in-built microphone. The recording symbol "■" is replaced by the stop symbol "■".

### To end the recording

1. Press the speed dialling station next to "<" or press the stop button (Stop).

The information recording is ended. The symbols [message icon] and [speaker icon] are displayed. The LED blinks.

### To play the information back

1. Press the speed dialling station next to "▶".

The information is played back.

Information is stored as a normal message and can be played back at any time. The information recording is terminated automatically as soon as the recording capacity is exhausted.

## Message transfer

In the answering mode with message transfer on, your tiptel 195 dials a pre-programmed destination number after an incoming message has been recorded. If the destination number is busy, the device will redial the number up to six times every 60 seconds. When the handset of the programmed destination number is picked up, the following announcement is heard:

"Automatic call, X messages, please perform a remote interrogation. I repeat ...".

If a remote interrogation is not performed within 20 minutes, the answering machine will call the destination number again as a reminder. This procedure will be repeated twice if no remote interrogation is performed. If you also programmed your own telephone number as identification, the following announcement is heard.:

" Automatic call, telephone number ... (own telephone number), x messages, please perform remote interrogation. I repeat ...".

During the announcement, there is the option to start the remote interrogation of the recorded incoming message(s).

# Answering machine

## Message transfer (continued)

### Message collection

If you want to collect several messages before executing the message transfer function, you simply have to determine the number of incoming messages after which the message transfer shall start (see chapter "message transfer settings").

### Message transfer to a pager

You can also enter the telephone number of a paging service as the target telephone number. In this case, the answering machine does not play back the automatic outgoing message but sends the stored paging information to the pager.

## Message transfer settings

Via this menu, you can enter all parameters the device needs to perform a message transfer.



From the initial state, press the following buttons: , answering machine , message transfer .

### Target telephone number

1. Press the speed dialling station next to "target number".

*The entry field for the target telephone number is displayed.*

#### a) Direct entry of the telephone number

1. Dial the target telephone number

*Enter the telephone number of the subscriber the message will be transferred to. If you choose a paging service please consider the remarks in chapter "Pager procedure".*

2. Press .

*The target telephone number is stored.*

#### b) Copy from the electronic telephone book.

1. Open the electronic telephone book by pressing the buttons  .

*The electronic telephone book is displayed. You can scroll the telephone book either by using the arrow buttons or by entering the name directly.*

2. Press the speed dialling station next to the name display.

*The telephone number is copied to the target telephone number field.*

# Answering machine

## Message transfer settings (continued)

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### Pager information

Press the speed dialling station next to "pagerinfo".

Press .

*Here you can enter the message if the target telephone number is a pager number.*

*The pager information is stored. The entry is not mandatory.*

### Identification

Press the speed dialling station next to "identification".

Press .

*Please enter your own telephone number. During the message transfer procedure, the answering machine will announce this telephone number by synthesised voice. Hereby, the calling party may identify you. The entry is not mandatory.*

*The identification number is stored.*

### Message collection

Press the speed dialling station next to "msg. collection".

Press .

*You can determine the number of messages that will be collected before triggering a message transfer.*

*The number of messages to be collected is stored.*

### Activate message transfer

Press the speed dialling station next to "msg. transfer".

*The display switches between "on" and "off".*

*On = The message transfer is activated.*

*Off = The message transfer is switched off.*

### MSN

Press the speed dialling station next to "MSN".

# Remote control

## Performing a remote interrogation

---

1. Call your answering machine and wait until the announcement starts.
2. Switch your telephone to the tone dialling mode or use a regular remote beeper and hold the acoustic aperture against the mouthpiece of the telephone handset.
3. Dial the remote control code that you set earlier (1 – 4 numeric digits). Each of the entered code numbers are acknowledged separately. After having entered the code number press .
4. If the remote control code is correct, you will hear the voice message "remote interrogation". Perform the desired remote interrogation function. Each of your entries will be confirmed by a synthesised voice message.
5. If the remote control code is incorrect, the device will switch off (this avoids misuse).
6. Terminate the remote interrogation function by replacing the handset or by pressing the buttons  and .

## Feature functions

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### Remote control code

This is the code used for identification as soon as the device starts the announcement during the remote interrogation function. Your remote control code can be any number between 1 and 9999. You have to dial these numbers as soon as the answering machine starts the announcement. The personal remote control code can be set under the menu "remote control" and the corresponding sub-menu "RC code". If you do not wish to assign a remote code, please enter \*.

### Message code

Using the message code allows you to leave a message even if the device is in the mode "outgoing message without incoming recording". Your message code may be any number between 0 and 9999. The code has to be entered as soon as the answering machine plays back the outgoing message (without incoming recording). If your message code was identified, you can start to speak your message. The personal message code can be set under the menu "remote control" and the corresponding sub-menu "message code". If you do not wish to assign a message code, please enter \*.

### VIP code

By the VIP code you are informed that a privileged caller wants to speak to you personally. Let the corresponding persons have your VIP code which can be any number between 1 and 9999. This number is then dialled by privileged callers when they call you and hear the outgoing message. If the entered VIP code is correct your answering machine informs this by a beep which is heard for about 1 minute. During this time you can answer the call personally. The personal VIP code can be set under the menu "remote control" and the corresponding sub-menu "VIP code". If you do not wish to assign a VIP code, please enter \*.

# Remote control

## Feature functions (continued)

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### **Remote activation of the answer mode**

If you forgot to switch on the answering mode, you can do this remotely. Just call your tiptel 195. After about 50 seconds the device picks up. Now, please enter your personal remote control code. If the remote control code was identified, the selected outgoing message is played back for control purposes. The device can now be operated remotely. The answering machine will activate the answer mode and will answer incoming calls as soon as you replace the handset or stop the remote control function ( \* button and # button).

The remote activation of the answer mode is only possible if you programmed "remote answering mode = on".

### **Remote erase during the remote interrogation**

During the remote interrogation, you have the option to erase the currently played back incoming message remotely. The recording capacity will be available for new incoming messages immediately. Should you wish to protect your recorded incoming message against an unwanted erase, you can define this via the settings of the remote control. For this purpose, you just have to set "remote erase = off".

### **Remote pre-interrogation free of charge (Toll saver)**

The remote pre-interrogation function informs you whether new messages have been recorded without costing you a phone call. Where no new incoming messages have been recorded, the pick-up delay time is increased by 10 seconds. If the answering machine does not pick up after the programmed delay time, this indicates that no new messages exist and you can replace the handset, (thus saving a call charge).

The remote pre-interrogation is only possible after having set the corresponding remote control settings to "remote pre-interrogation free of charge".

## Remote control functions

---

Button	Function	Remark/operation
1	Room monitoring	Room monitoring: The microphone of your tiptel 195 is turned on and you can listen to what is happening in the surroundings of the device.
2	Remote interrogation of new messages	The answering machine plays back all new messages that have been recorded since your last remote interrogation. When all messages have been played back, you will hear the voice message "end of messages".
3	Remote interrogation of all messages	The answering machine plays back all messages that have been recorded since the answering mode was activated.

## Remote control

### Remote control functions (continued)

---

Button	Function	Remark/operation
4	Next MSN	Allows a remote interrogation for further MSNs. Dial the number of the corresponding MSN (1 ... 6). The device acknowledges the number. All further remote interrogations will now refer to this MSN.
5	Play-back	The play-back is started at the current position.
7	OGM	Allows you to select another outgoing message. Dial the desired OGM number (1 – 7). The device acknowledges the OGM number and plays it back for verification purposes.
8	Stop	The current function stops.
9	Change OGM	Allows you to record a new OGM during the remote operation. Dial the OGM number (1 – 6). The device acknowledges the OGM number. Start recording the new OGM via the mouthpiece. Should this be an OGM without incoming recording, press "8" (stop). Should this be an OGM with incoming recording, press " # ". You can record a final message if desired. After having spoken the final message just press " # " again. The device plays the complete OGM back for verification purposes. You can now replace the handset. The answering machine will now play back the new OGM.
*	Secondary function on/off	Pressing this button allows you to access a secondary function.
* 1	Hands-free mode	The hands-free mode is activated.
* 2	Room signal	This creates a room signal (beep) via the loudspeaker. This function corresponds to the VIP function. The room signal is heard 60 seconds and is stopped automatically after this time.
* 3	Remaining recording capacity	The remaining recording capacity is informed by synthesised voice.
* 4	Message transfer on/off	You can switch the message transfer on or off.
* 5	Change target telephone number	Allows to change the destination number for the message transfer function. Dial the new destination number. The device confirms each number separately. After having dialled the new destination number press " # ". The new telephone number is repeated by synthesised voice.

# Remote control

## Remote control functions (continued)

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Button	Function	Remark/operation
* 6	Time/date	The current time and date are announced by a synthesised voice message.
* 7	Remote erase of all messages	The answering machine erases all incoming messages since the answering mode was activated. This function can be protected against unintentional execution.
* 8	Activation of the call forwarding function	You can switch the call forwarding function for the activated MSN on or off (see also button functions 4: next MSN).The call forwarding function is always active. In order to deactivate it you have to call another MSN and switch to the target MSN during the remote operation.
* 9	Change telephone number	Allows you to change the telephone number for the call forwarding function remotely. Dial the new destination number. The device confirms each number separately. After having dialled the complete number press # . The new telephone number is repeated by synthesised voice.
* 0	Deactivate answering mode	The device disconnects the line and stops the answering mode. Further incoming calls will not be answered. This function can be protected against unintentional execution.
* #	Stop remote interrogation	The device disconnects the line but remains in the answering mode.

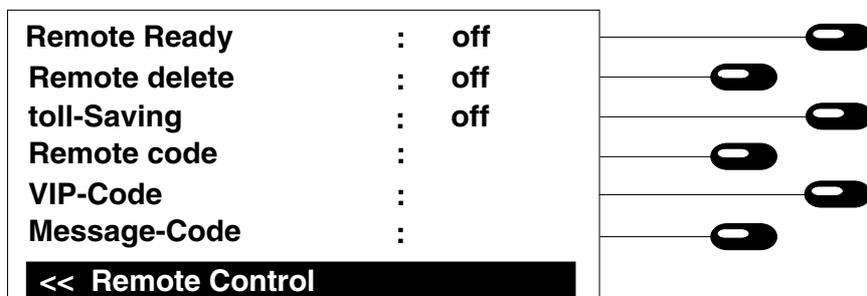
## Functions during play-back

4	Jump to the beginning of the currently played back message or to the beginning of the earlier message.
6	Jump to the beginning of the following message
5	Repetition of the last few seconds
8	Stop

# Remote control

## Remote control settings

You can program the remote control functionality individually for your personal needs.



In order to set the desired function, just press the speed dialling station next to the corresponding display line.

From the initial state, press the following buttons: , answering machine , "remote control" .

### Remote answering mode

1. Press the speed dialling station next to "remote answering mode".

*The display switches between "on" and "off".*

*"on" = The answering mode can also be activated during remote operation.*

*"off" = The answering mode can only be switched on manually.*

### Remote erase

1. Press the speed dialling station next to "remote erase".

*The display switches between "on" and "off".*

*"on" = Incoming messages can be erased during remote operation.*

*"off" = The remote erase of messages is blocked.*

# Remote control

## Remote control settings (continued)

---

### Remote pre-interrogation free of charge

1. Press the speed dialling station next to "remote pre-interrogation".

*The display switches between "on" and "off".*

*"on" = If new messages have been recorded the device picks up after the delay time programmed via the "answering machine setting". If no new messages exist, the device would pick up after an additional delay of 10 seconds. So you can replace the handset early and thus save the charges for a remote interrogation.*

*"off" = The answering machine always considers the programmed delay time before picking up.*

### Remote control code

1. Press the speed dialling station next to "remote control code".

*The entry fields are displayed. Dial the desired remote control code. The code number length is limited to 4 digits (numeric). If you overwrite all numbers with a "\*" (star), the remote interrogation function is blocked.*

2. Press  .

*The entry is stored.*

### VIP code

1. Press the speed dialling station next to "VIP code".

*The entry fields are displayed. Dial the desired VIP code. The code number length is limited to 4 digits (numeric). If you overwrite all numbers with a "\*" (star), the VIP code is blocked.*

2. Press  .

*The entry is stored.*

### Message code

1. Press the speed dialling station next to "message code".

*The entry fields are displayed. Dial the desired message code. The code number length is limited to 4 digits (numeric). If you overwrite all numbers with a "\*" (star), the message function is blocked.*

2. Press  .

*The entry is stored.*

## Miscellaneous

### Important information

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#### Power failure

If batteries were inserted, the device will resume the operation status as before the power failure. The basic telephone functions will be available during a power failure (manual dialling and ringing tones for incoming calls, see also chapter "emergency operation").

#### Cleaning

Clean the housing surface with a soft slightly moist cloth. Please do not use abrasive liquids or chemicals to clean the device. The telephone is maintenance-free.

#### Installation

Please take care that the cables are laid safely and avoid folding, pushing and pressing of the cables. Some furniture lacquers or furniture cleaning products may attack the rubber feet of your tiptel 195 and thus cause patches. In such cases please use a non-slip pad under the device. The telephone may not be installed and used in an inappropriate environment. Avoid:

- humid or dusty rooms
- rooms with danger of explosions
- temperatures of more than 40°C and less than 0°C
- strong vibrations
- exposure to direct sunlight

#### Malfunction

Use the information provided in chapter "troubleshooting" or plug another telephone at the corresponding telephone wall socket in order to detect whether the malfunction was caused by your tiptel 195. Do not open or connect a defective device. Send the device to Tiptel Ltd or take it to the shop where it was purchased. Please keep the original packaging carton and material in case it will become necessary to return the device. This material will grant optimal protection while transported. You should make a back-up of all your entries (e. g. by using the PC software tipkom) in order to avoid a loss of data.

#### Environment

During the normal use of the telephone you will not have any contact to substances damaging to your health. When discharged, the batteries supplied will be hazardous waste. Please use local hazardous waste depots for disposal. The synthetic material and plastics used for manufacturing this device exclusively consist of partially recycled granules. Our packaging materials do not consist of plastics but of partially recycled cardboard and paper.

#### PABX operation

When you operate your tiptel 195 within a PABX, you have to store the access number for the public exchange (see chapter "PABX parameters"). This number will then be dialled automatically whenever you make an external call. If you want to make an internal call, press **(Int)** (function keypad on the left side of the numeric keypad) before dialling the extension number. An exchange line restriction is effected by this.

## Miscellaneous

### Troubleshooting

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<b>Problem</b>	<b>Possible error source</b>	<b>Recommendation</b>
No dialling tone after picking up the handset.	Connection cable, handset's cable, ISDN wall socket	Check all cables, check telephone wall socket by using another telephone.
PIN code forgotten, device "locked".		Contact our customer service.
"Check memory" is displayed.	Battery discharged or no battery	Check batteries and replace if necessary.
"Memory full" is displayed.	The maximum number of entries in the text memory is reached.	Erase electronic telephone book entries that are no longer needed or erase appointments.
Telephone does not ring or rings only sometimes.	Call filter active; do not disturb function on, not all MSNs registered. Call forwarding active.	Read chapters: "Electronic telephone book", "set ringing tone", "Entering MSN" and "Call forwarding".
"?" is displayed in an entry field.	The input is not allowed.	Correct input or access the help function by pressing   .

### Warranty

Your tiptel 195 is a sophisticated and modern telephone manufactured under quality assurance and by using most modern manufacturing facilities. High-quality components grant a maximum of reliability.

This device was developed and manufactured in Germany which is a guarantee for advanced technology and lasting value. We grant a comprehensive warranty period of 12 month for this telephone (see certificate of warranty). This does not affect your statutory rights.

You will find two warranty seals on the bottom of the device (type identification label and one of the screws used for the housing). Please do not damage or remove these seals as the warranty will expire.

#### Declaration of conformity

TIPTEL AG confirms that this product complies with the basic requirements of the European regulation 1999/5/EG. You will find further information under the following internet address:

<http://www.tiptel.com>

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## Technical data

### Power supply

Voltage	230 VAC + 6% / - 10%, 50 Hz 6.7VA
Emergency operation power supply	5 microcells (AAA) 1.5 V (microcells), emergency operation for 24 hours
Data retention in the case of a power failure with batteries	24 months
without batteries	About 10 minutes

### Display

Resolution	64 x 128 dots
Contrast	64 levels

### Connection cables

Main circuit cable	Length = 3 m
Telephone connection cable	Length = 3 m
Data cable RS 232	Length = 3 m, 9-pin
Handset cable	Length = max. 1.8, curled cable
Headset cable	(special accessory order number 4876215)

### Answering machine

Outgoing messages	6 individual, 1 pre-recorded
Recording capacity	40 – 60 minutes (depends on the contents and pauses)
Number of incoming messages	Max. 50

### Telephone/memory

Electronic telephone book	Name with 10 digits Number with 10 digits Information with 20 characters , 1.200 entries Without additional information 2.000
Call list	100 entries
Repeated dialling	100 entries
Appointments	100 entries
Time control	100 entries

### General data

Weight	Approx. 900 g
Dimensions (L x W x H)	Approx. 220 x 90 x 200 mm
Standard	EURO-ISDN
Ambient temperature	0° C up to 40° C

### Regulations

EN 55022, EN 60950 / A3, EN 50082 part 1  
CTR8, BAPT 223 ZV25  
ETS 300047  
NET3, I-CTR3



## **tiptel 195 - remote operation**

- |   |                                   |
|---|-----------------------------------|
| 1 Room monitoring                         | * Secondary function on/off       |
| 2 Remote interrogation<br>of new messages | *1 Hands-free mode                |
| 3 Remote interrogation<br>of all messages | *2 Room signal                    |
| 4 Next MSN                                | *3 Remaining recording capacity   |
| 5 Playback                                | *4 Message transfer on/off        |
| 7 Exchange OGM                            | *5 Change telephone number        |
| 8 Stop                                    | *6 Time/date                      |
| 9 Change OGM                              | *7 Erase all incoming messages    |
|   | *8 Answering mode activation      |
|   | *9 Change telephone number        |
|   | *0 Stop answer mode               |
|   | *# Terminate remote interrogation |



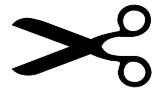
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