Check the box contents

Handset

- Two rechargeable batteries, AAA NiMH 500mAh (already installed in the handset)

- Mains power adaptor (item code 066771)

- Phone line (this comes already installed)

Base

Important – please read first

☆

- Only use the line cord, power supply and rechargeable batteries that come with your phone.
- Make sure the power supply is connected to a socket that you know works.
- Connect your phone to the power supply and let the batteries charge for 16 hours before connecting your phone to the phone socket.
- The base should always be plugged in to the mains power supply.

If you bought more than one handset you'll also get:
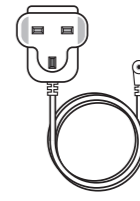
- Extra handset
- Charger
- Mains power adaptor (item code 066771)
- Two rechargeable batteries, AAA NiMH 500mAh (already installed in the handset)

Getting to know your phone

Handset buttons

Menu / Left option button
Press to enter the main menu, access sub-menus and confirm options.

Scroll up / Vol. up / Calls list
Enter Calls list.
Move up through menu options.
Increase volume.

Talk
In standby mode make/receive phone calls.

End / Standby
End a call.
Press and hold to turn handset on/off.

Mute / Right option button
Press to confirm the option displayed above the button, to delete or go back to the previous screen.
Press during a call to mute your caller.

Scroll down / Vol. down / Redial list
Press to see redial list.
Move down through menu options.
Decrease volume.

#
Press and hold to turn the ringer on or off.

R (Recall)
Used when connected to a switchboard/PBX and with some BT Calling Features.

1
In standby, press and hold to dial BT 1571.

Phonebook
Access your phonebook and add new contacts.

Do Not Disturb
In standby, press to shortcut to call block menu.

Handset display

Handset name

🔋	Shows you how much charge is left on the handset.	
🔄	Will appear if you're on, or starting, a call.	
ⓘ	Shows when a new missed call has been received.	
⏰	Shows when you've set an alarm clock.	
🔕	Lets you know the handset ringer is off.	
📶	Lets you know the signal range from your new phone's base.	
⊘	Shows you when Call Blocking is activated.	

General information

For information on safety instructions, cleaning, technical information or connecting to a switchboard, please refer to the 'General information' section in the full user guide at bt.com/producthelp

Guarantee

Your Everyday Phone is guaranteed for 12 months from the date of purchase. Subject to the terms listed below, the guarantee will provide for the repair of, or at BT's or its agent's discretion, the option to replace the Everyday Phone or any component thereof, (other than batteries), which is identified as faulty or below standard, or as a result of inferior workmanship or materials. Products over 28 days old from the date of purchase may be replaced with a refurbished or repaired product.

Guarantee conditions

- The guarantee shall only apply to defects that occur within the 12 month guarantee period.
- Proof of purchase is provided.
- The equipment is returned to BT or its agent as instructed.
- This guarantee doesn't cover any faults or defects caused by accidents, misuse, fair wear and tear, neglect, tampering with the equipment, or any attempt at adjustment or repair other than through approved agents.
- This guarantee does not affect your statutory rights.

How to recycle your equipment

♻

The symbol shown here and on the product means that the product is classed as electrical or electronic equipment, so DO NOT put it in your normal rubbish bin.

It's all part of the Waste Electrical and Electronic Equipment (WEEE) Directive to recycle products in the best way – to be kinder to the planet, get rid of dangerous things more safely and bury less rubbish in the ground. You should contact your retailer or supplier for advice on how to dispose of this product in an environmentally friendly way.

Radio Equipment Directive Declaration of Conformity

Hereby, British Telecommunications plc declares that the radio equipment type Everyday Phone Telephone (090661, 090662, 090663) is in compliance with Directive 2014/53/EU.
The full text of the EU declaration of conformity is available at the following internet address:
bt.com/producthelp

EU Frequency band restriction

This device may be used in each member state.

Radio transmission information

Frequency range
1881.792 – 1897.344MHz

Max power
22.0dBm or 158.49mW

Operating temperature
0°C to 40°C.

CE

Everyday Phone with basic call blocking Quick Start Guide

Digital Cordless Phone

☆

You'll need Caller Display
To get the most from your nuisance call blocker phone and for all the features to work, you'll need to subscribe to a Caller Display service from your network provider. Charges may apply.
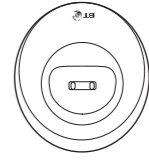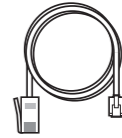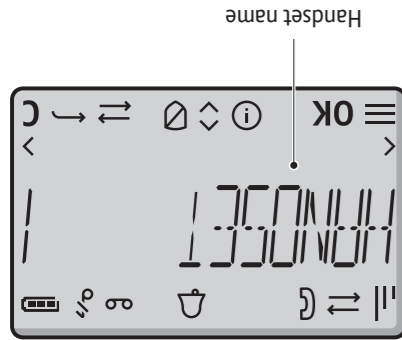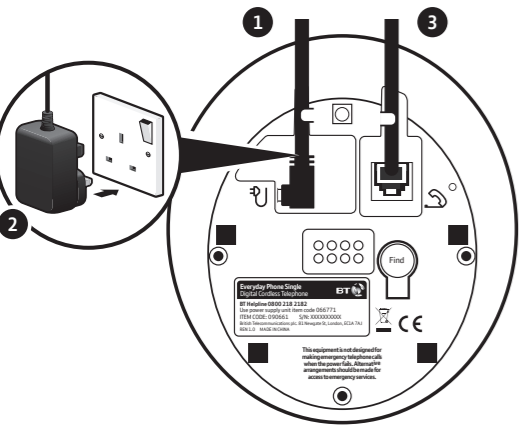
Set-up

1. Plug in

1. Plug the mains power adaptor into the base, with the cable clipped in the groove provided.

2. Plug the other end of the power adaptor into the wall power socket and switch on.

3. Plug the phone line cord in to the base, but don't plug the other end into the phone wall socket.

☆
Important
• Don't connect the phone line to a phone socket until the handset is fully charged.
• The base station should be plugged into the power socket all the time.

Where to put your phone
• Place the base within 3 metres of a mains power socket and 1.8 metres of a phone socket so the cables will reach.
• Make sure it's at least a metre away from other electrical appliances to avoid interference.
• Don't place the phone or base in a bathroom or other humid area.
• The product works by sending radio signals between the handset and base. The strength of the signal depends on where you position the base. Putting it as high as possible can help give you the best signal.

2. Charge

1. Activate the batteries by pulling the plastic tab away from the handset.

⇧ **PULL** ⇧
Rechargeable batteries already fitted
Remove this tab and charge batteries for 16 hours before use.

2. The handset will then check for a link with the base station. When it's found it.

3. Place the handset on the base and let it charge for **16 hours**.

4. After **16 hours**, plug the phone line cord into the phone wall socket.

Talk/Standby time
Under ideal conditions, the handset batteries should give up to 12 hours talk time or 120 hours standby on a single charge. (This doesn't mean you can unplug the base or leave the handset for this length of time without charge).

Please note that new Ni-MH rechargeable batteries don't reach full capacity until they've been in normal use for several days.

Battery low warning
You will hear a warning beep every 2 minutes during a call and the ▭ icon will flash.

You must recharge the handset batteries before you can use the handset. If the charge completely runs out the handset will switch off. Place the handset on the base or charger to charge.

Set up for additional handsets (multipacks only)
1. Plug the mains power adaptor into the underside of the charger and plug the other end into the mains wall socket and switch on the power.

2. Activate the batteries as explained in point 1 in Charge above.

3. Place the handset on the charger to charge for 16 hours.

Using the phone

3. Go!

Using your Everyday Phone on a line with broadband?
To avoid problems with your broadband or noise on your phone line, you might need to plug your telephone line cord into the wall via a microfilter (not supplied).

If your main phone socket has a single socket, as shown, you'll need to use microfilters.

You don't need to use microfilters if your main phone socket has two separate sockets, like either of these:

† Requires a subscription to a Caller Display service from your network provider. Charges may apply.

Make and end a call
1. Press ✆, enter phone number using keypad.
2. Press ☎ to end the call.

Answer a call
1. Lift handset from base or charger.
2. If the handset is not on the base or charger, you'll need to press ✆.

Mute
1. Press ✗ during a call.
2. Press ✗ to return to your caller.

View or dial a number in Calls list†
The Calls list stores details of the last 20 incoming calls.
1. Press ☎ to open the calls list and scroll to an entry.
2. Press ✆ to dial the number or to view details of the call, press ✓. DETAILS is displayed. Press ✓.

Add, view, edit or delete a number in your blacklist
1. Press ✓, scroll ✓ to CALL BLOCKER, and press ✓.
2. Scroll ✓ to BLACK LIST, press ✓.
3. Scroll ☎ or ✓ to number you want to view, edit or delete in your blacklist. Or go to step 4 to add a number to your blacklist.
4. Whilst in BLACK LIST menu, press ✓. EMPTY is shown, press ✓ again then scroll ☎ or ✓ to ADD, VIEW, EDIT, DELETE or DELETE ALL and press ✓.
5. Follow the on-screen instructions.

Block incoming call number in your Calls list†
1. Press ☎, scroll to the entry and press ✓. DETAILS is displayed.
2. Scroll to ADD TO BLIST (blacklist) and press ✓.
3. Enter name using keypad, press ✓. The number is displayed, press ✓ to save. You will hear a confirmation tone.

Block incoming call by call type
1. Press ✓, scroll ✓ to CALL BLOCKER, and press ✓.
2. Scroll to SETTINGS, press ✓.
3. Scroll to CALL TYPE, press ✓.
4. Scroll to the call type you want to block – WITHHELD, INTERNAT'L, UNAVAILABLE or PAYPHONE – and press ✓. You'll hear a confirmation tone.

☆
Note
The same phone number can't be saved in the blacklist and phonebook.

Do not disturb
To silence all calls.
1. Press ✆, BLOCK MODE is displayed, Press ✓.
2. Scroll ✓ to BLOCK ALL, press ✓ ALWAYS ON is displayed.
3. Press ✓ and you will hear a confirmation tone.

All incoming calls will be silenced and added to the calls list, you can then choose to add the number to the BLACK LIST.

Turn Do Not Disturb off
1. Press ✆, BLOCK MODE is displayed.
2. Scroll ☎ to OFF, press ✓ and you will hear a confirmation tone.

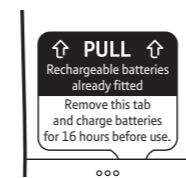**Phonebook**
Store entry in phonebook (up to 50)
1. In idle mode, press ▯▯. EMPTY is displayed if there are no numbers.
2. Press ✓ to select ADD. Enter name using keypad and press ✓.
3. Enter phone number and press ✓ to save.
4. Press ✓ to select ring melody, then ✓ to save.

To save a number to your phonebook from the Calls list, press ☎. Scroll to the entry you want to save and press ✓. Scroll to ADD TO PB (phonebook) and press ✓.

Enter name using keypad and press ✓. The number is displayed, press ✓ to save. Then follow step 4 above.

If you have more than one handset registered to the base, your contacts are automatically updated to all handsets (up to 6 handsets).

Dial entry in phonebook
1. In idle mode, press ▯▯.
2. Scroll ☎ or ✓ to display the entry and press green ✆ to dial.

Using the menu
1. Press ✓ to open the main menu, scroll through menu items using ☎ or ✓.
2. When the menu you want is displayed, press ✓.
3. Press ☎ or ✓ to scroll through the sub-menus and press ✓ to select.
4. Use ✗ to select options displayed above the button, on the display.
5. Use ✗ to exit a menu or go back. If no buttons are pressed for 30 seconds the handset will return to the idle screen.

Handset volume and sounds
Incoming speech volume
During a call, press ☎ or ✓ to increase or decrease the volume of your caller's voice.

Handset ringer volume
1. Press ✓, scroll ✓ to HS SETTINGS, press ✓.
2. Scroll ✓ to RING SETUP, press ✓.
3. Scroll ✓ to RING VOLUME, press ✓.
4. Press ☎ or ✓ to adjust the volume, press ✓ to save.

Turn ringer off
Press and hold #♪ to turn ringer off and on.

Handset ringtone (for external or internal calls)
1. Press ✓, scroll ✓ to HS SETTINGS, press ✓.
2. Scroll ✓ to RING SETUP, press ✓. EXT. RING is displayed, press ✓ or press ✓ to display INT. RING TONE then press ✓.
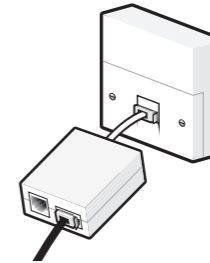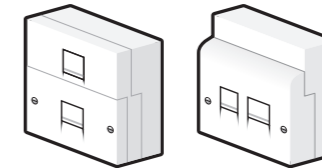**3.** Press ☎ or ✓ to hear ringtones, press ✓ to save.

Using the keypad
• When entering letters you may need to press the same button a few times until the letter you want is displayed, e.g. press **2**ABC once for **A**, twice for **B**, three times for **C**.
• To enter a space, press **1**⸚.

Free Technical Help & Support

A full list of frequently asked questions and the complete user guide are available online. bt.com/producthelp

Phone doesn't work
• Have you activated the batteries correctly?
• Check that the mains power is correctly connected.

No dial tone or line cord error message displayed on screen
• Is the telephone cord plugged into the base and phone wall socket?
• Check that the mains power is correctly connected.
• Only use the telephone cord supplied with the phone.

Can't make or receive calls
• Check that the mains power is correctly connected.
• The batteries may need recharging.
• Has there been a power cut? If so, place the handset back on the base for ten seconds and try again. If it still doesn't work, disconnect the batteries and mains power for ten minutes, then reconnect and try again.

Handset doesn't ring
• The ringer volume may be switched off.
• Check that the mains power is correctly connected.

No display
• The batteries may be flat, dead or incorrectly inserted.
• Recharge or replace the batteries.

Customer Helpline
If you're still having problems, call us on **0800 218 2182*** or go to bt.com/producthelp

General sales enquiries
• BT Residential lines – call **150**. BT Business lines – call **152**.
• For non BT line customers, call **0800 800 150** (residential) or **0800 800 152** (business).

Billing enquiries
Please see the phone number shown on your BT bill.