

# **Quick Reference Guide**

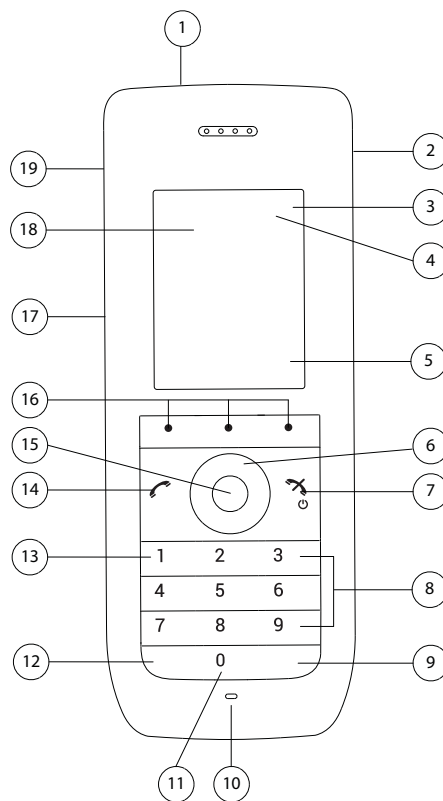
## **DH7 DECT Handset**

1. Handset overview

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The DH7 is a robust DECT handset designed for medium to high demand environments such as hospitals, elderly care, retail and enterprise. Its advanced messaging features make it ideal for applications where two-way messaging or interaction with automated equipment is required. The DH7 streamlines maintenance/administration and can easily be adapted to fit the changing needs of large and diversified organizations.
















NOTE: For information about additional handset features and functions available for each handset variant, see the handset User Manual.



#	Description
1	Multifunction/Alarm button
2	Headset connector
3	Shows time and icons
4	Shows date and icons
5	Shows the soft key function
6	Five-way Navigation key
7	On/off, On-hook key
8	Alphanumeric keys
9	Sound off key
10	Microphone


1. Handset overview

- 11 Space
- 12 Key lock and upper/lower case
- 13 Voice mail
- 14 Off-hook key
- 15 Confirmation key
- 16 Soft keys
- 17 Mute button
- 18 Display
- 19 Volume buttons


<b>Icon</b>	<b>Description</b>
	Signal strength
	Battery status
	Voice mail
	Microphone off
	Loudspeaker on
	Loudspeaker off
	Sound off
	Headset connected
	Bluetooth headset connected
	Bluetooth
	New message
	Read message
	Missed call
	Incoming call
	Outgoing call

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## 2. Getting started

 System connection

 Key lock

 Phone lock

## 2. Getting started

### Switch the handset on/off

Press and hold the On-Hook key until the handset is switched on. To turn off the handset, press and hold the On-Hook key until "Switch off?" is displayed, then press "Yes".

### Charge the battery

Charging is done in a desktop charger or in a charging rack. When the battery is fully charged the fully charged "Battery" icon is displayed.

While in a desktop charger the handset is fully operational. The handset does not vibrate in charger.

The battery can also be charged in a separate battery pack charger.

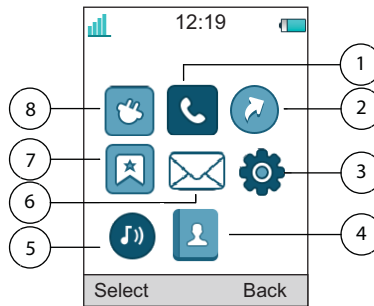
NOTE: Charging below 5°C will harm the battery and shorten the lifetime.

### Replace the battery

If the standby time for the handset becomes too low, the battery should be replaced by a new one. Contact the system administrator or handset supplier for information about new batteries.

### 3. Handset menu and keys

#### Menu icons



#	Description
1	Calls
2	Shortcuts
3	Settings
4	Contacts
5	Profiles
6	Messaging
7	Services
8	Connections

#### Navigate the menu

Use the Navigation key to move around in the menu structure. To select an option, press the corresponding Soft Key located below the display.

#### Soft keys, Hot keys and Multifunction button

The three Soft keys below the display can be defined for specific functions such as dialling a specific number. A long press on a Hot key can have the same function as a Soft key and any key "2" - "9" can be programmed as a Hot key. The Multifunction button can also be programmed for different functions with the use of long press and double press.

For more information about Soft keys, Hot keys and Multifunction button, see the handset User Manual.

#### Turn the automatic keypad lock on/off

Enter "Settings", and step to "Locks". Select "Automatic key lock Off/On", select "On/Off", and press "Back". A locked keypad is indicated by the "Key lock" icon.

To unlock, press the \*-key, and then the soft key "Yes".

## 4. Basic functions

NOTE: For a detailed description of all available functions, see the handset User Manual. Functions available depend on handset variant and configuration.

### Make a call

Dialling can be made in the following ways:

- In standby mode, dial the number and press the Off-hook key, or the Soft key "Call".
- Press the Off-hook key and select number from the Call list.
- Press a pre-programmed Hot key\* or Soft key.
- Dial a number from the local phone book. Enter the Contacts menu, select "Call contact" and select the name from the list, press "Call" or the Off-hook key.
- Dial a number from the Central phone book Enter the Contacts menu, select Central phone book > search by name/number/last result, and press search. Press Off-hook key, or the Soft key "Call".

\* The alpha-numeric keys can be programmed with a telephone number.

### Answer/End a call

When the ring signal sounds; press the Off-hook key to answer.  
To end the call, press the On-hook key.

### Reject a call

When the ring signal sounds; press the On-hook key. Call information will be stored in the Call list.

### Check the Voicemail Inbox

Check voicemail by pressing "Call" from the dialog window. If "Close" is selected, the Voicemail can be dialled by long pressing the "1" key when in standby mode.

Follow the given instruction in the Voicemail.

In case the following message is shown: "Voice mail number not defined", the voicemail number needs to be configured to the voicemail button. Contact your system administrator.

### Turn loud speaking function on/off

During a call, press the left Soft key to turn the loud speaking function on/off.

### Turn audio signals on/off

In stand-by mode a long press on the Sound off key, or a long press on the Mute button changes between audio signals on/off. The "Sound off" icon indicates a silenced handset.

A short press on the Sound off key or a press on the mute button before answering a call, silences the ring signal.

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## 4. Basic functions

### Turn the Vibrator on or off

- 1 In the settings menu, select "Sound & Alerts", then select "Vibrator alert".
- 2 Select "On", "On if silent" (i.e. the vibrator is on when the handset is muted), or "Off".
- 3 Press "Select".

Press "Back" to save the setting.

### Lock/Unlock the keypad manually

Press the \*-key to lock/unlock and then Soft key "Lock/Yes". The "Locked keypad" icon indicates a locked keypad.

### Change the volume during a call

Press the Volume button upwards to increase the volume, downwards to decrease the volume. Or, use Navigation key to adjust the volume.

### Receive a text message

When a text message is received, a message tone sounds. The message is displayed immediately and the "New message" icon is shown in the display.

If the message is received during a call, the user is notified by a beep and the message is displayed. The message is stored in the message list.

NOTE: Messaging availability is dependent on handset variant. Refer to the handset User Manual for more information about messaging.

### Read a stored message

Open the Message list, either from the messaging menu or by pressing the Navigation key in standby mode. Use the Navigation key to navigate in the Message list. Select message and press the soft key "View" to read the message.

### Send message

Open the Messaging menu, and select "Write new message". Enter text, press the soft key "Send", and then enter a number, or press the middle soft key for phone book look-up. Press "Send".

### Delete a stored message

To delete the message, select the message and press the soft key "More", select "Delete", and press the soft key "Yes".

### Check voice mail

A new voice mail is indicated by the "new voice mail" icon, and an automatically displayed voice mail notification. Press "Call" to call your voice mail and listen to the message.

## 5. Alarm functions


In standby mode you can call your voice mail either by a long press on digit key "1", or from the Messaging menu; in the Messaging menu, select "Inbox", select, press the soft keys "View" and then "Call".

If the extension number is not available, the dialogue window "Voice mail number not defined" will be displayed.

NOTE: All voice mail are indicated with one icon only, in the message list.

### Use the phone book

To find and call a name: Enter "Contacts", step to "Call contact" and press "Select". Enter the first letter in the name or the whole name (will be displayed in Search field while entering text), or step in the contact list. Select the name and press "Call".

To edit the contact: Select "Edit contact", select the name and press "Edit" twice. Make your changes, press "OK" and then press "Save". A contact from the company phone book is marked with the  symbol, which means that it is not editable.

To add a contact, select "Add contact", select "New" or "From call list". Press "Add", enter the name and press "OK". Select "Number", enter the number, press "OK" and press "Save".

To delete a contact: select "Delete contact", select the name, press "Delete", and then press "Yes".

### Use the central phone book

The central phone book looks for contacts in central company phonebook database. Enter "Contacts", and select "Central phone book". Select "Search by name", "Search by number", or "Last result". Enter the first letter(s) in the first name, and/or the first letter(s) in the family name. Press "Search". The Central phone book will be searched and a list of matching names will be displayed. You can step to the next entry in alphabetic order by pressing the Navigation key. Press "More" to add contact, or press "Call" or the Off-hook key to make the call.

## 5. Alarm functions

NOTE: Alarm function availability is dependent on handset variant and installation environment. Refer to the handset User Manual for more information about Alarms.

### Push-button Alarm

Press the alarm button twice within two seconds to activate the alarm. An information text is displayed, default "Personal Alarm" is displayed. The alarm is sent to the alarm central that distributes it further. After that the handset returns to stand-by mode. Note that you can always trigger the alarm when you are speaking, editing your settings, or while the handset is locked.

### Acoustic Location Signal

An alarm can be followed by an Acoustic Location Signal (ALS). The ALS is a signal from the handset that sounds for a predefined period of time. The signal is silenced by pressing the Mute button on the handset.



### **Test Alarm**

Press and hold the alarm button until the information text is displayed, default "Test Alarm" is displayed.

### **Alarm with Data**

Alarm data, such as a room or building number, can be sent with an alarm. The data must manually be defined and stored by the user. To use the function, one Soft/Hot key/Navigation key in the handset must be defined as a shortcut to the menu "Edit alarm data". The stored data is added to all types of alarm at transmission.

### **Automatic Call after Alarm**

The handset can be configured to call a predefined number after an alarm has been sent. The number can also be dialled without sending an alarm by pressing a push-button that is not configured with alarm functionality.

## **6. Chemical resistance**

The alpha and numeric characters printed on the exterior of the handset have been tested and found resistant to chipping, fading or wearing off when the handset is treated with common cleaners and disinfectants or perspiration (do not immerse, use a damp rag for application). The following chemicals have shown no harmful effect:

- Ethanol 85%
- Aseptix, H2O2
- Sodium hypochlorite 5%
- Chlorhexidin 60% 0,5 mg/ml
- Actichlor plus, 1000 ppm chlorine
- Virkon S 1%

NOTE: Acetone can be damaging to the plastic casing of the handset and should not be used.

## **7. Accessories**

For handset accessories, such as spare batteries, carrying case, and headsets, contact your local sales representative.

## **8. Related Documents**

User Manual, DH7 DECT Handset

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