



# User Guide

BT CONVERSE 1100



# Welcome...

to your BT Converse 1100  
Corded Telephone

- Three one-touch buttons for easy dialling of your most important numbers.
- Headset facility lets you make and receive calls privately while keeping your hands free.
- Secrecy feature lets you talk to someone else close by without your caller hearing.
- Last number redial.
- Providing you are connected to a compatible switchboard, or are a 1571 user, the voice mail indicator lets you know if you have messages on your network's answering service.
- Data port lets you connect a modem or similar products.

## Hearing aid friendly

The BT Converse 1100 is fitted with an inductive coupler so it is compatible with hearing aids.

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## Getting started

### Location

You need to place your BT Converse 1100 within 3 metres of a telephone socket so that the cable will reach.

Your BT Converse 1100 can be wall mounted, see 'Wall mounting your phone' on page 11.

- **WARNING**

Do not place your BT Converse 1100 in the bathroom or other humid areas.

### Setting up

1. Insert 3 x AA batteries. Turn the phone over and remove the battery compartment cover. Insert the batteries and replace the cover.

The batteries are required as a back-up power source in case the phone is disconnected from the phone line and are also needed for the message waiting feature to work. If this happens and you have not installed back-up batteries, any numbers you have stored in the memory will be saved for *only 3 minutes*.

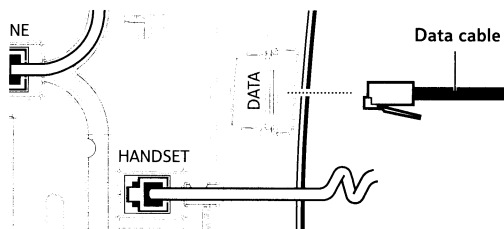
- **Battery low indicator**

When the batteries are low, the light will flash with the sequence 'flash, flash, off' repeatedly.

2. Check the dial mode setting. The **Mode** switch on the underside of your BT Converse 1100 should be set to **TB** for tone dialling. If your phone does not work, try setting the dialling mode to P or T.

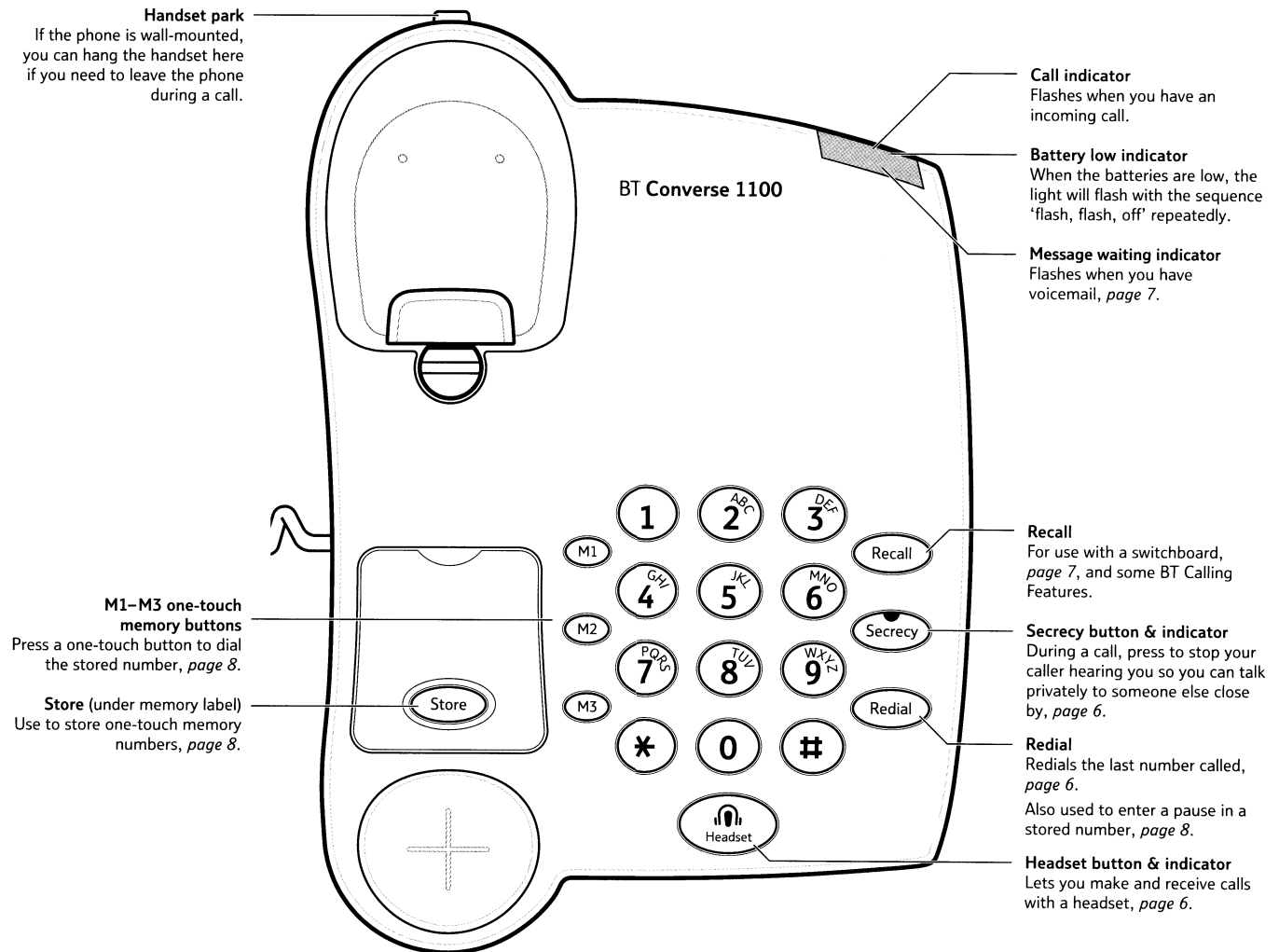


3. Your BT Converse 1100 has a data port so you can connect another product such as a modem. If required, connect the device to the DATA port, on the side of the phone.



**Your BT Converse 1100 is now ready for use.**

# Getting to know your phone






# Using the phone

## Making and ending calls


1. Lift the handset and dial the number you want.
2. Replace the handset to end the call.

## Make a call using a headset

Headsets are not supplied with your BT Converse 1100. However, you can purchase headsets (with RJ11 jack) by calling 0870 240 5522 or by visiting [www.withandwithoutwires.com](http://www.withandwithoutwires.com)



1. Plug the headset (not supplied) into the socket marked HEADSET on the underside of the base.
  2. Press  and dial the number. When the headset is in use the headset indicator (on the  button) will be lit.
- Press  to end the call.

## Receive a call using a headset

1. When the phone rings and the headset is plugged in, press  to answer.




## Redialling the last number

The redial number can up to 32 digits long.

1. Lift the handset, or press , then press .

## Secrecy

During a call, you can talk to someone nearby without your caller hearing you.

1. Press . The red secrecy light (on the  button) comes on and your caller cannot hear you.
2. Press  again to return to your caller.

## Message waiting

If you subscribe to your network's answering service, for example BT 1571, and you have new voicemail messages, the message waiting indicator will flash.

### IMPORTANT

You will need to fit batteries (see page 3) to use the message waiting feature.

If your BT Converse 1100 is connected to a switchboard, message waiting will only work with compatible models.

1. Lift the handset, or press , and dial **1571** to connect to your answering service.

## Message waiting switch

Your Converse 1100 is preset to work with BT1571 on normal exchange lines. If your telephone is connected to a switchboard you may need to change the switch setting on the base of the phone. Try it on setting 1571, but, if it doesn't work, try the other settings.

Typically, position MW1 is for an ISDX type switch, but if the light stays on permanently use MW2.

Typically, position MW3 is for an SX 2000 type switch.



## Adjusting the ringer volume

1. Set the Ringer Volume switch on the underside of the phone to 0 (Off), 1 or 2.




## Adjusting the ringer tone

1. Set the Ringer switch on the underside of the phone to 1 (Low), 2 (Medium) or 3 (High).



## Recall

The  button is used to access a range of switchboard services, for example, to transfer calls and with some BT Calling Features.

# M1–M3 memory buttons

You can store your 3 most frequently used phone numbers on the one-touch memory buttons ( **M1** , **M2** and **M3** ) and dial them by pressing a single button.

Each number can be up to 28 digits long. The number can include a pause (see below), \* or #.

## Store a one-touch memory number

Please note that the **Store** button is located underneath the memory label (under the handset).

1. Press **Store** , then the one-touch button ( **M1** , **M2** or **M3** ) you want to use.
2. Enter the telephone number you want to store and press **Store** again. The number is stored.

## Dial a one-touch memory number

1. Lift the handset, or press **Hold** , then press the one-touch button you want. The stored number is dialled.

## Change a one-touch memory number

1. To change a one-touch memory number, simply overwrite the current number by storing a new one.

## Storing a pause in a number

A pause is normally inserted in a stored telephone number after a switchboard access code (e.g. 9) to allow the switchboard time to get an outside line before the number is dialled.

For example, 9 – Pause – 08702405522.

1. To enter a pause, press **Redial** in the appropriate place when storing the number.

# General information

## Safety

- Clean the phone with a damp (not wet) cloth, or an anti-static wipe. Never use household polish as this will damage the product. Never use a dry cloth as this may cause a static shock.
- Do not open the handset or base. This could expose you to high voltages or other risks.
- Do not submerge any part of your product in water and do not use it in damp conditions, such as bathrooms.
- Do not expose your product to fire, explosive or other hazardous conditions.
- Never dispose of batteries in a fire. There is a serious risk of explosion and/or the release of highly toxic chemicals.
- Do not expose to direct sunlight.
- Do not stand your product on carpets or other surfaces which generate fibres, or place it in locations preventing the free flow of air over its surfaces.

## Guarantee

### • For your records

Date of purchase: .....

Place of purchase: .....

Serial number: .....

For guarantee purposes proof of purchase is required so please keep your receipt.

Your BT Converse 1100 is guaranteed for a period of 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 BT Converse 1100, or any component thereof, which is identified as faulty or below standard, or as a result of inferior workmanship of materials. Products over 28 days old from the date of purchase may be replaced with a refurbished or repaired product.

### The conditions of this guarantee are:

- The guarantee shall only apply to defects that occur within the 12 month guarantee period.
- Proof of purchase is required.
- The equipment is returned to BT or its agent as instructed.
- This guarantee does not 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.

#### Within the 12 month guarantee period:

- In the unlikely event of a defect occurring, please return the product with the receipt, to the place of purchase.

#### Outside of the 12 month guarantee period:

If your product needs repair after the guarantee period has ended, the repair must meet the approval requirements for connection to the telephone network. We recommend that you contact BT's approved repair agent, TecLogic on 08702 405029 or a local qualified repairer.

#### Returning your phone

Where possible, pack the product in its original packaging. Please remember to include all parts, including the line cords. (Please note that we cannot take responsibility for goods damaged in transit.) Please obtain and keep proof of posting from the carrier.

## Accessories and replacement items

For a full range of accessories and replacement items for BT products, please call 0870 240 5522 or visit [www.withandwithoutwires.com](http://www.withandwithoutwires.com).



## Technical information

#### How many telephones can you have?

- All items of telephone equipment have a Ringer Equivalence Number (REN), which is used to calculate the number of items which may be connected to any one telephone line. Your BT Converse 1100 has a REN of 1. A total REN of 4 is allowed. If the total REN of 4 is exceeded, the telephone may not ring.
- With different telephone types there is not guarantee of ringing, even when the REN is less than 4.

## Switchboard compatibility

This product is intended for use within the UK for connection to public telephone network and compatible switchboards, which support tone dialling and timed break recall. If in doubt please consult your service provider.

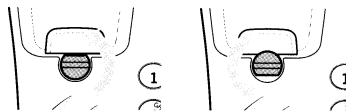
## R & TTE Directive

Hereby, TMX, declares that this BT Converse 1100 is in compliance with the essential requirements and other relevant provisions of Directive 1999/5/EC.

A copy of the Declaration of Conformance for the BT Converse 1100 is available from TMX, Alpha Business Park, 28 White House Road, Ipswich, IP1 5LT.

## Wall mounting your phone

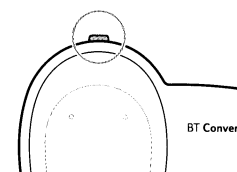
- **WARNING**  
Before you wall-mount your BT Converse 1100, check that you are not drilling into any hidden wiring or pipes.
1. Unclip the stand from the base of the phone and remove it.  
Re-route the telephone line cord towards the bottom of the phone.
  2. Drill two holes in the wall 75–80mm vertically apart using an 8mm drill bit.
  3. Insert the wall plugs, then insert the screws leaving about 5mm protruding from the wall on which to hang the phone.
  4. Rotate the handset hook 180° so that it sticks upwards.  
This holds the handset in place when wall-mounted.



7. Slot the holes on the back of the base over the screw heads and gently pull the phone down to fix it securely in place.

- **Using the handset park when the phone is wall-mounted**

If you need to leave the phone whilst on a call, hang the handset on the handset park at the top left-hand side of the base.



BT Converse



Visit us at [www.bt.com](http://www.bt.com)



### Offices worldwide

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