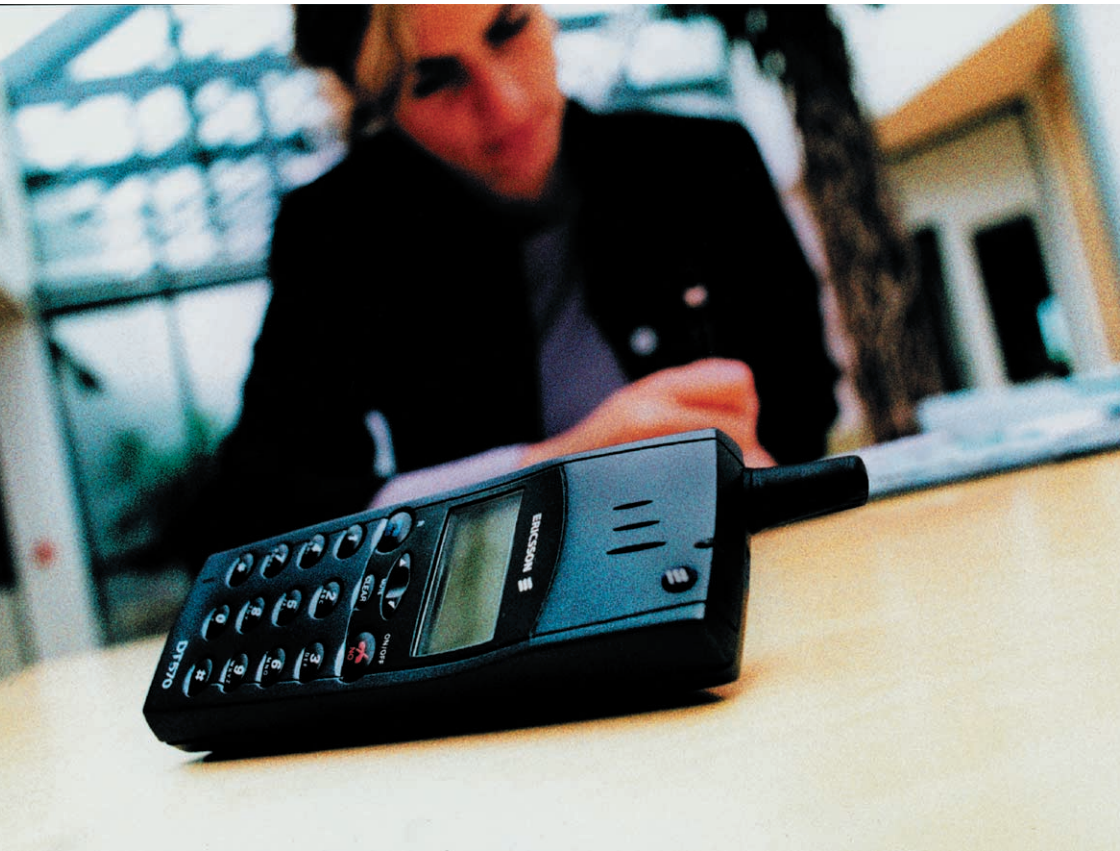


Cordless DT570

BusinessPhone Communication Platform

User Guide



Welcome to the User Guide for the Cordless telephone DT570 of the BusinessPhone Communication Platform. The BusinessPhone Communication Platform consists of:

- BusinessPhone 250
- BusinessPhone 50
- BusinessPhone 128i

Note: *The features described in this user guide are related to version 5.1 of the BusinessPhone Communication Platform. Some might not work in earlier versions of the system and/or might be protected by a hardware dongle that has to be bought separately.*

The latest version of this User guide can also be downloaded from:
http://www.ericsson.com/enterprise/archive/manuals_c.shtml

CE 0344 X

Hereby, Ericsson Austria GmbH, A-1121 Vienna, declares that this cordless telephone is in conformity with the essential requirements and other relevant provisions of the R&TTE directive 1999/5/EC.

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Quick Reference Guide

Cordless DT570

BusinessPhone Communication Platform

Incoming calls

Answer: **YES**

Mute ringer: **NO**

Make calls

External calls: *Line access code*
External number **YES**

Internal calls: *Extension number* **YES**

Individual abbreviated number: *** * 0 - 9 YES**

Last external no. redial: *** * * YES**

Quick redial: **YES** *Select entry* **YES**

Dial-by-name: **2 - 9 YES**
Select name **YES**

Dial by VIP position: **1 - 9 YES YES**

Dial by position: *Position number*
YES YES

Return calls

Answered calls: *Phone book*
Answered calls
Select an entry **YES**

Missed calls: *Phone book*
Missed calls
Select an entry **YES**

Volume control

Earpiece volume (during calls): **▲ or ▼**

Navigation

Left, Right, Menu access



Confirm



CLEAR
Cancel



Back

ERICSSON

You get busy tone or no answer

Camp on: **4** *Keep "off hook"*

Automatic call-back: **5 NO**

Intrusion: **8**

Inquiry

Ongoing conversation: **YES** *Call 3rd party*
YES *End 2nd call*

Refer back

Switch between calls: **YES 2**

Terminate one call: **YES 1**

Transfer

Transfer a call: **YES** *Call 3rd party*
NO *Before or after answer*

Reminder

Reminder (24 hours): *** 3 2 ***
Reminder time **# YES**

Cancel reminder: **# 3 2 # YES**

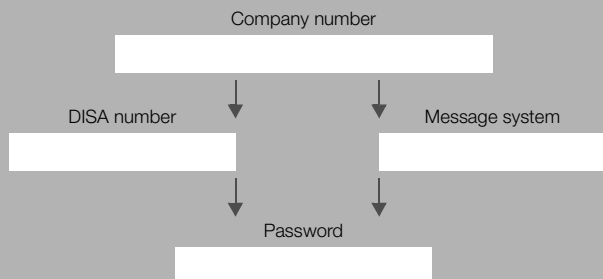
Account number

Costs on selected account number: *** 9 ***
Account number **# YES**

IP calls

Non IP-net (during calls): **YES * 6 1 ***

DISA and Message check:



ERICSSON

Messages

Call me: 9 #

Voice: 99 Speak

Play-back: *

Re-record: 9 Speak

Send: #

Check messages: * 5 9 # YES

Call forwarding

Fixed diversion: * 2 1 # YES

Cancel: # 2 1 # YES

Individual internal diversion: * 2 1 *
New number # YES

Cancel: # 2 1 # YES

Follow me, re-direct from answering extension: * 2 1 * Own number
* New number # YES

Cancel: # 2 1 *
Own number # YES

External diversion:

Program: * 2 2 * Line access code
External number # YES

Cancel: # 2 2 # YES

Re-activate: * 2 2 * # YES

Bypass call forwarding: * 6 0 *
Extension number # YES

Tandem

Activate tandem: * 2 8 # YES

Cancel tandem: # 2 8 # YES

Transfer call between tandem members: YES Own No. NO

Information

Enter information: * 2 3 *
1 - 6 Enter "Info code"
(see table below)
Complete info # YES

	Info code	Completing info
Time of return	1	hour (00-23) minute (00-59)
Date of return	2	month (01-12) day (01-31)
Lunch	3	back at, hour minute
Meeting	4	back at, hour minute
Vacation	5	back, month day
Illness	6	back, month day

Individual abbreviated numbers

* * 0
* * 1
* * 2
* * 3
* * 4
* * 5
* * 6
* * 7
* * 8
* * 9

Special account numbers for business calls:

Project name Account number

1

→

2

→

3

→

4

→

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Battery handling

The battery contains environmental polluting material. If damaged, return it to a collecting point.

Note: *Only use the charger that is delivered with your Cordless to charge the battery.*

Cleaning

Clean the Cordless only with a soft, water dampened cloth. Using soap or any other cleaning materials may discolor or damage the Cordless.

Treatment

Do not expose the Cordless to direct sunlight for long periods. Keep the Cordless away from excessive heat and moisture.

Spare parts and accessories

Use only spare parts and accessories that are approved by Ericsson. The operation of non-approved parts cannot be guaranteed and may even cause damage.

Antenna

If the antenna of the DT570 was damaged, do not use the Cordless. Consult your local Ericsson dealer or the Ericsson customer service, see back cover of this user guide.

Networks (Menu option)

The menu option "Networks" should only to be used for administration purposes by Ericsson service staff. Using this menu option may cause a logout from the DECT/GAP network, and no further calls will be possible.

Note: *In case of a logout, the telephone must be logged on again by a service technician.*

Description



- 1 **Antenna**
- 2 **Volume Up**
During calls: raise earpiece volume. See section “[Audible Adjustments](#)” on page 87.
- 3 **Volume Down**
During calls: lower earpiece volume. See section “[Audible Adjustments](#)” on page 87.

- 4 **Scroll key (left)**
Menu access. Scroll through menus or lists. Move left in choices.
- 5 **Off hook / Yes / R-key**
Make/Answer call. Enter a menu. Confirm selections and settings. During calls: put call on hold (inquiry), take call off hold. See section [“During Calls” on page 24](#).
- 6 **1 / Space**
Space when editing text.
- 7 **✕ / Pause / Text case**
Insert a dial tone pause. Upper/lower case in text mode.
- 8 **Microphone**
- 9 **LED**
Off: out of coverage area or phone is turned off. *Green:* flashing when connected to a network; flashing quickly to indicate incoming call or message; steady light when battery is fully charged. *Red:* flashing indicates low battery; steady light during charging.
- 10 **Earpiece**
Please note: The handset may retain small magnetic articles around the earpiece region.
- 11 **Display (3 rows)**
Display at rest, shows the network, date and time. See section [“Display info” on page 10](#).
- 12 **Scroll key (right)**
Menu access. Scroll through menus or lists. Move right in choices.
- 13 **On/Off / On hook / No**
Switch on/off, end call, mute ringer, one menu back, cancel a menu option.
- 14 **Clear / Mute**
Delete last entered digit. Backspace when editing text. Cancel a menu option, delete whole line if held longer, back to stand-by mode. Mute microphone during calls. See sections [“During Calls” on page 24](#) and [“Audible Adjustments” on page 87](#).
- 15 **Keypad**
- 16 **# / Confirm / Redial**
Confirm selections and settings. Recall a number from the phone book, see section [“Phone Book” on page 72](#).
- 17 **Accessory connector**
See section [“Installation” on page 95](#).

Display info

The display gives you visual feedback on all actions that you perform, and also textual warnings (12 possible characters in each row). The first row shows the entered mode or the connected network. The second row is a text row, displaying menus that you can access, names and numbers that you edit or dial etc. The lower row shows different status messages, visualized by icons, the actual time, submenus and setting details.

Additional, in stand-by mode and in several menus, the symbol for the signal level strength appears on the left side, and the battery level indicator on the right side of the display.

The DT570 display



Text in the display

NETWORK

System indication

The Cordless is in contact with a system, the currently connected network. The system is only displayed when the Cordless is in stand-by mode. The Cordless can connect to 8 different systems.

Searching

Out of coverage

If the signal strength symbol left in the display is “empty”, the DT570 is not connected to a network. The display will show the Message “Searching”.

No access

Log-in failed

The Cordless cannot connect to any system or its access rights may have changed.

Display icons



Signal strength

On when your Cordless is locked to the system. The bars indicate reception quality. Four vertical bars indicate optimal reception, and no bars mean no connection to any network.



Ringer off

Ringing signal muted.



Keylock

Keys are locked.



Message

New Message received.



Call info

New unanswered calls, that you have missed.



Company phone book entry

This phone book entry cannot be changed. It is part of the company phone book.



More options available

Press the Scroll keys to view available options for a menu.



Battery gauge

The battery cells are flashing sequentially when the battery is being charged and is on when charging is completed. Indicates the amount of talk and standby time left.

Note: *An alarm sounds in regular intervals when the battery is almost flat, and the LED on top of the phone shows a slowly, flashing light. See section ["Installation" on page 95](#).*

Incoming Calls

A ringing signal and the quickly flashing green LED indicate an incoming call.

The first row of the display shows if the call is external or internal:

DECT ext External call
DECT int Internal call from within your company

The second row of the display shows the caller's number (if supported by the network). If the number is in the phone book, the name appears instead.

Display example:



Press to answer

Note: Calls can be answered at any time, no matter if you are programming, or keying in a number etc.

Mute ringing signal

If the Cordless rings at an inconvenient moment, you can turn off the ringing signal temporarily:



Press

or



Press one of the volume keys twice

Now only the flashing green LED indicates the incoming call.

If you still want to answer the call:



Press to answer

If you did not answer a call, the display will show the number of missed calls and the call info icon:



The caller will receive no answer.

Note: *It is not possible to reject a call.*

Forwarded calls

If the incoming call was forwarded, the display shows the number or the name of the actual caller and the forwarding extension in brackets, for example:

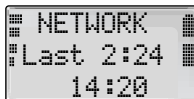


End the call



Press

The first row of the display shows the name of the network in which you are logged in. The second row shows the duration of the last call. The last row shows the current time:



Missed calls

Note: The following function requires the CLIP service (Calling Line Identification Presentation). The CLIP service must be supported by your network. Please contact your system administrator for further information.

Up to 10 missed calls can be stored in the phone book. Whenever there are entries in this list, you can view or call back the numbers with the "Missed calls" option.

Return of missed calls

If you miss a call, the display shows the number of unanswered calls and the call info icon.



Select "Phone Book" and press



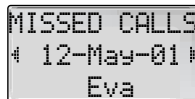
Select "Missed calls" and press

A list of numbers or names (if stored in the phone book) is displayed.



Press to show the time or the date of the call

Press again to toggle between date and time display.



Select an entry



Press to dial

Notes: If no names or numbers are available for returning a call, the message "Empty list" is displayed.
The message "Unidentified" is displayed, if no information about a caller's number was received.

Delete an entry

If you want to delete an entry instead of dialing the number:



Select “Phone book” and press



Select “Missed calls” and press

A list of numbers or names (if stored in the phone book) is displayed.



Select an entry



Press to delete the selected entry

Answered calls

Note: The following function requires the CLIP service (Calling Line Identification Presentation). The CLIP service must be supported by your network. Please contact your system administrator for further information.

The last 5 answered numbers are stored in the phone book. Whenever there are entries in this list, you can view or call back the numbers with the “Answered calls” option.

Return an answered call



Select “Phone book” and press



Select “Answered calls” and press

A list of numbers or names (if stored in the phone book) is shown.



Select an entry

Each entry is displayed with a number in the upper right corner of the display, and the date or time when the call was answered:





Press to dial the number

Notes: *If no names or numbers are available for calling back, the message “Empty list” is displayed.
The message “Unidentified” is displayed, if no information about a caller’s number was received.*

Delete all entries

If you want to delete all entries in the answered calls list:



Select “Phone Book” and press



Select “Answered calls” and press



Press to delete all entries in the answered call list

Outgoing calls

Sometimes you make a call but the person is not available. These functions will help you in your attempts to establish contact with the called party. You can also make a call via the phone book, see section [“Phone Book” on page 72](#).

Make calls

Internal and external calls.



Enter the phone number and press

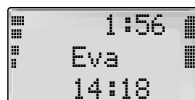
The number may be any of the following:

- an (internal) extension number,
- an external number, where 0 is the digit for external call access.



Press at least one second to insert a pause if you have to wait for dial tone (on hook)

The dialled number is shown in the display. Your phone will go off hook and establish the connection. When your call is answered the connected number or name is displayed (if supported by the network). Additional, you can see the duration of the call in the display:



When your call is forwarded, the number or name of the actual answering extension is displayed (if supported by the network).



Press to end the call

The duration of the call is shown:



Notes: *Correct a wrong entry by pressing the CLEAR key.
If you decide not to make the call while keying in the number, press NO to stop.
If you receive a call while keying in the number, simply press YES to answer.
You can make your calls faster by using abbreviated numbers or VIP positions, see section "[Abbreviated Numbers](#)" on page 48.*

Hook Off

If you prefer to dial a number off hook:



Select "Hook off"



Press

Dial tone.



Dial your number on-line

Note: *When dialling this way, the CLEAR key cannot be used to erase digits.*



Press to end the call

The display shows the duration of the call.

Last external number redial

When you initiate an external call the system automatically stores all the dialled digits, irrespective of whether the call was successful or not.



Press to redial the saved number

When the external party answers, the display will show the dialled number.

Redial number from last dialled list

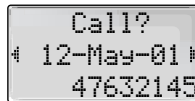
The last 15 dialled numbers are memorized by your Cordless. You can redial one of these numbers with the Quick redial feature or by selecting a number from the dialled numbers list in the phone book.

Quick redial



Press and wait until number or name is displayed

If there is more than one entry, the display shows for example:



Scroll through the list and select an entry



Press to show the time or the date of the call

Press the key again to toggle between date and time.



Press to dial the number

Note: If no names or numbers are available for returning a call, the message "Empty list" is displayed.

Redial using the phone book



Select “Phone Book” and press



Select “Dialled numbers” and press

The last dialled number and name (if stored in the phone book) is displayed.



Press to show the time or the date of the call

Press the key again to toggle between date and time display.



Select a number and press

Now the selected number is dialled. You can store numbers permanently, see section “[Phone Book](#)” on page 72.

Delete all numbers

If you want to delete all numbers in the redial list



Select “Phone Book” and press



Select “Dialled numbers” and press

The last dialled number and name (if stored in the phone book) is displayed.



Press to delete all redial numbers

Automatic call-back

You call an extension and receive busy tone or get no answer.

5

Press

Verification tone.



Press

You are called back if the extension finishes the ongoing call or the next time the extension finishes a new call. You have to answer within eight seconds otherwise the call-back service is cancelled.

Busy extension

You call an extension and receive busy tone.

Camp-on

You can notify a busy extension of your call by a muted ringing call (if this function is allowed).

4

Press to camp on

Keep the Cordless off hook. When the called extension disconnects its current call, it will be called automatically.

Note: *If you receive the busy tone again, the desired extension does not allow camp-on.*

Intrusion

You can intrude on an ongoing call on a busy extension (if this function is allowed).

8

Press to intrude

Intrusion tone is heard and a three-party call is established. When the called extension disconnects its current call and you keep off hook, the called extension will be recalled automatically.

Note: *If you still hear the busy tone, then your extension does not have the authority to intrude or the desired extension is protected against intrusion.*

During Calls

The BusinessPhone Communication Platform allows you to handle calls in many different ways. You can make an inquiry, transfer the call, create a conference, mute the microphone and ringer, change the dial mode or put the call on hold to perform other tasks.

Display during calls

During calls, the first row of the display shows the duration of the call. The second row shows the other person's phone number (or the name, if the number is in the phone book). The last row displays the total time of all calls:



Inquiry

During an ongoing conversation you would like to make an inquiry to an internal or external party.



Press

The first call is put on hold. Now the first caller cannot follow your conversation with the third party.

Call the third party

Press to end the second call

Now you can continue the first call.



Refer back

You can switch between the connected parties:

Switch between calls

Press to terminate

The ongoing call is terminated. The other call is connected.

Note: Sometimes YES (R-key) must be pressed twice. Whether you can put internal calls on hold or transfer calls to external lines depends on your PBX. Consult your system administrator.

[illegible]

You have an ongoing internal or external conversation and you want to transfer the ongoing call.



Press to put the current call on hold

Dial tone.

Call the third party

[illegible]

Note: Make sure, that you are connected to the desired party. Please read section “Useful hints”.



Press to transfer

The call is transferred.

or



Press to pick up the call again

Transfer to a busy extension

[illegible][illegible][illegible]

Conference

You have a conversation and you want to establish a telephone conference.



Press

Dial tone.



Call the third party



Press to establish a three party conference

Now you have established a three party conference. To mark the conference, all conference members will hear a periodical conference tone.

Repeat the procedure to include other persons to the conference

In this way, you can include up to six parties in a conversation. How many of them can be external callers depends on the programming of the system.



End the call to leave the conference

Dial mode

When calling interactive tele services, you must press certain keys (post dial) to give your response. If your Cordless uses tone dialling (DTMF) to make the call, just press the keys requested by the tele service. If your Cordless uses pulse-dialling, you must manually change to tones, after the call is established:

Note: After you end the call, dialling is always reset to the default method.

Change to tones

When the call is established:



Select “Special functions” and press



Select “Goto DTMF” and press

SPECIAL FUNC
Goto DTMF

The Cordless now uses tone dialing.



Press any key to respond

Send long tones

Some services do not work on standard DTMF tones. They require long DTMF tones. If so, you can temporarily change the length of the tones:



Select “Special functions” and press



Select “Send tones” and press

The display shows that this option is turned off:

SPECIAL FUNC
Send tones
(Off)



Select “On” and press

For the duration of the call, your telephone is set to long tones.



Press any key to respond

If the DT570 is set to long tones, the tones are transmitted for the same length as you press the key.

Send a dial tone pause

If you want to send a dial tone pause when the phone is off hook, you can insert a pause during dialling.



Select “Special functions” and press



Select “Pause” and press

The display shows a small “P” and the dial tone pause is sent.

Note: When you enter a phone number on hook, you can also press the star key for one second to insert a dial tone pause.

Mute microphone

To mute the microphone during an ongoing conversation:



Press and hold

The caller will not hear the conversation in your room. The display confirms that the microphone is turned off:



Release to turn the microphone on

Now you can resume your conversation.

Note: *It is advised to use this feature instead of putting a call on hold. A call on hold may be diverted to your operator, directly or after some time.*

Scratch pad

During an ongoing conversation you can use the display as a scratch pad by entering a phone number with the keypad.

Note: *During an external call DTMF tones will be sent.*



Enter a phone number

The entered digits appear in the display.



Press to end the call

The phone number is still shown in the display.

Press to call the displayed number

Call Forwarding

When you are not available to take calls or decide to answer your calls on another extension, it is useful to forward your calls to an alternate answering position. If you urgently need to talk to someone who has forwarded his calls, the system is also equipped with a bypass function. Depending on the type of diversion you are also able to record your personal greeting, see section "[Personal greeting](#)" on page 47.

Note: *You can still make calls as usual.*

Diversion on no reply

If you are not available to answer incoming calls (internal or external), your system administrator can program your Cordless to automatically divert calls to a programmed diversion address (default time: 14 seconds).

Diversion on busy

If your Cordless is busy and you receive an incoming call (internal or external), your system administrator can program your Cordless to automatically divert the call to a programmed diversion address.

Fixed diversion


This function directs your calls to a pre-programmed answering position (e.g. secretary).

Activate fixed diversion

* 2 1 # 

Dial and press

Special dial tone. All calls to your extension are directed to a pre-programmed address. The display shows the actual diversion state.

2 1 # 

Cancel diversion

Dial and press

Special dial tone.

Individual diversion

This feature gives you the possibility to divert your calls to internal and external positions, e.g. to any directory number, a colleague's extension, an external number or a common abbreviated number (e.g. your car telephone).

Note: In order to prevent misuse, individual external diversion can be blocked for your extension, see section ["Security" on page 64](#).

Program and activate internal diversion

Divert your calls to an internal position.

* 2 1 *

Dial

○○○○
○○○○ #

Enter the new diversion address and press

Verification tone. You can make outgoing calls as usual. A special dial tone reminds you that "Call forwarding" is active.



Press

Note: An individual internal diversion cannot be activated if an individual external diversion is already activated.

2 1

**Cancel internal diversion****Dial and press**

Individual diversion is cancelled.

Program and activate a new external diversion address

To set a new individual external diversion address:

* 2 2 *

Dial

0

**Dial the digit(s) for external call access and enter the new external diversion address**

A maximum of 24 digits.

Note: If your public network requires waiting for a second dial tone, press “*”.

#

Press to activate the individual diversion**Press**

Verification tone.

Note: Individual external diversion can also be used via the DISA function, see section [“Other Useful Facilities” on page 56](#).

2 2

**Cancel external diversion****Dial and press**

Note: The programmed diversion address is not removed from the memory, the diversion is just inactive.

Re-activate external diversion

Divert your calls to an external position:

* 2 2 * #

Dial to activate the programmed external diversion**Press**

You can make outgoing calls as usual. A special dial tone reminds you that “Call forwarding” is active.

Follow me

If your Cordless is not available, you can still answer your calls by forwarding them to where you are. To activate Follow me, "Individual Diversion" must be active on your telephone.

Activate Follow me

Note: This procedure has to be executed from the telephone the calls are diverted to.

21

Dial



Dial your number and press



Dial the new number to where incoming calls should be diverted and press

Special dial tone.



Press

Cancel Follow me

Follow me and individual diversion can also be cancelled from the answering position.

#21*

Dial



Dial your number and press

Dial tone.



Press

Bypass call forwarding

Bypass call forwarding makes it possible to call a specific extension, even if call forwarding is activated on this extension.

✱ 6 0 ✱

Dial



#

Dial the extension number and press



Press

You will be connected to the specified extension, regardless of which type of call forwarding the called extension has activated.

Divert

With the menu option “Divert” you can easily activate the different divert codes that are used by your system (e.g. * 2 1 *).

Note: Before you can use this option, you have to store the diversion codes as normal phone numbers in the phone book. See section “[Phone Book](#)” on page 72.



Select “Divert” and press

The phone book is automatically activated.



Press the first character of the appropriate divert code

For example, if you are looking for the fixed diversion code, and you stored the code with the name “Fixed diversion” in your phone book, you would press **3** to enter an F, the first letter of the code. You can also enter more characters.



Press to confirm

The first entry in the phone book that begins with the entered character(s) appears in the display.



Select the desired diversion code



Enter the new diversion address and press to activate

Note: To cancel a call diversion, select the required diversion code with the Divert option. If this feature is available, depends on your system settings. Please contact your system administrator for further information.

Information

If you are not in the office for a certain period of time (e.g. meeting, vacation, lunch, illness), this feature allows you to inform your callers why you are absent.

Note: *When you have activated a diversion with a personal greeting, callers will receive this greeting instead of your activated absence information.*

You can inform your callers with:

1 Pre-defined texts

Enter the reason for your absence and the date and time of your return. Internal callers receive the information on the display (or as spoken information to callers without display phone). External callers will be routed to the operator who also has access to your absence info.

2 Voice information

Record a voice message and name the reason of your absence. Internal callers will hear the information via the handset or the loudspeaker. External callers will be routed to the operator who also has access to your absence info.

Enter information

To store pre-defined text or voice information.

23

Dial to enter the information mode

Pre-defined texts

Enter the “Code”

Enter “Completing info” from the table below



	Code	Completing info
Time of return	1	hour (00-23) minute (00-59)
Date of return	2	month (01-12) day (01-31)
Lunch	3	back at, hour minute
Meeting	4	back at, hour minute
Vacation	5	back, month day
Illness	6	back, month day



Press to enter the information

The programmed absence info will be shown in the display.

Example: Vacation, back June 27

23

Press

5

Enter “Code”

0627

Enter month and day



Enter time of return (optional)

If you do not know the time of return you can skip this step.



Press

You will hear the verification tone and the information is active.

Voice information

23

Dial to enter the information mode

9

Press and speak



Press

✱

Press to play-back and listen to your recording

9

Press and speak to re-record

#

Press to send

You will hear the verification tone and the information is active.

Note: *You can dial your own extension number if you want to check your information.*

Save information

When the information is active:

2 3 ✱

Dial



Press

Verification tone. Information is passive and stored for later use.

Use saved information

When the information is switched off:

✱ 2 3 ✱ #

Dial to activate saved info



Press

Verification tone. Information is active.

Erase information

2 3

Dial to erase info



Press

Verification tone.

Internal Messages

You can send a call-back or a voice message when you call an extension and receive busy tone or get no answer. This section also describes how to record a personal voice message and how to forward a voice message.

Password protection

The first time you enter the message system (only possible from own extension) you might be requested to change your password if it is default (0000).

Note: Some systems are programmed to allow the default password.

Follow the voice announcements

You are requested to enter a new password, confirm and save it. If you use the default password, you are requested to try again.



Press

or

Continue with any of the message functions

If you want to change your password again, it is possible from the message system or via the function *"Select password" on page 65*.

Send message

You call an extension and receive the busy tone or no answer.

Two possibilities exist:

1 Call-back message

2 Voice message

See also section “[Mailbox System](#)” on page 44.

Call-back

9 #

Press to send a “call me” message

Voice

If you want, you can send a voice message instead:

99

Press and speak

✱

Press to play-back

9

Press and speak to re-record

#

Press to send

Check and store received messages

A received message is indicated with a beep sound and the message icon (envelope) in the display. A special dial tone can also be used to indicate a waiting message, if programmed.

Received messages are divided into following three categories:

- New messages (not heard or read)
- Heard/Read messages
- Stored messages

Voice messages can also be forwarded to other mailbox numbers (individual or common), see section [“Forward a voice message” on page 42](#).

Note: Messages are deleted from the system after a certain time. The time depends on which category the message belongs to. For further information, please consult your system administrator.

With the DT570 you can receive two different message types: page and voice messages. A new page message is displayed automatically. For checking your voice messages you have to call your mailbox. If you want to know what kind of messages are available in your network, please contact your system administrator.

Call me and voice messages

✱ 59 #



Dial

Press

You can check and store your received messages. Up to 20 messages can be stored.

Voice messages will be heard via the handset. “Call me” messages will call the sender automatically (these messages cannot be stored).

Note: Depending on the configuration, you might be asked for your password before you can retrieve your messages. See section [“Security” on page 64](#).

Page messages

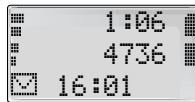
With your Cordless you can receive important messages of up to 160 alphanumeric characters. The last 10 messages are stored for quick reviewing, so you need not miss a message.

Receive a page message

When you receive a new message, a message tone sounds, and the LED on the top of the phone flashes red.

If the DT570 is in stand-by mode, a new received page message is displayed automatically.

If you receive a new page message during a call, the new message icon will appear in the display:



Note: The new message icon is being displayed as long as there are unread messages.

Read a page message



Select “Mail” and press



Select “Page”

The display shows the number of new messages (in brackets):



Press

Now the message information is displayed. In the first row, the display shows one of the following message tags:

Confirm	Confirmation required
New	Message has not yet been read
Old	Message has been read and confirmed, if required.

The second row shows the time when the message was received, and the last row is reserved for the sender's name or phone number, for example:



Browse through the messages and press to read a message

Use the Scroll keys to browse through the text lines.

Select options below:



End reading the message



Delete the message

Note: If you want to keep the message, simply press **NO** instead of **YES**. For more information about deleting page messages, see section [“Delete a page message” on page 41](#).

Delete a page message

When the Cordless has received more than 10 page messages, it automatically deletes the oldest read one. You can also delete page messages yourself:



Select “Mail” and press



Select “Page” and press

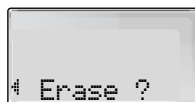


Select the message to delete and press



Press

You are asked if you want to erase the page message.





Press to delete the message

The display confirms that the page message was deleted.

Note: You can also delete a page message immediately after reading the message, see section [“Read a page message” on page 40](#).

Forward a voice message

Your received voice messages (in the individual mailbox) can be forwarded to other mailbox numbers (individual or common). When you forward a voice message to an individual mailbox, the mailbox number is the same as the extension number. See also section [“Mailbox System” on page 44](#).

✱ 59 #

Dial

Note: Depending on the configuration, you might be asked for your password before you can retrieve your messages. See section [“Security” on page 64](#).

Follow the voice announcements

You can forward new, heard or stored voice messages.

Note: The forwarded message is a copy, i.e. it can be deleted without deleting the original message.

Repeat the procedure to forward the message to another mailbox



Press to finish the procedure

Dictaphone function

If you want to record and retrieve personal voice messages you can use the dictaphone function. A dictaphone message is treated as a normal message. How to retrieve dictaphone messages, see section [“Check and store received messages” on page 39](#).

Record message

To start the recording:

*** 5 8 #**



Dial and record your message

The maximum recording time is four minutes and 15 seconds.

Press

Select options below:

Press to play-back

9

Press and speak to re-record



Go “on hook” to stop recording and save the message

Mailbox System

While you are away from the office, callers can leave messages in your individual mailbox. You are also able to record your personal greeting, see section “[Personal greeting](#)” on page 47.

The first time you enter the message system (only possible from own extension), you might be requested to change your password if it is default (0000). See section “[Password protection](#)” on page 37.

The mailbox system is a part of the message system.

Individual mailbox system

Callers are able to leave messages in your individual mailbox.

Activate

Divert your extension to the mailbox system.

*** 2 1 ***

Dial



Dial the number of the mailbox system

Ask the system administrator for your defined mailbox system number.



Press

Verification tone.

Deactivate**# 2 1 #****Dial****Press**

Verification tone.

Retrieve messages internally

When the message icon appears in the display.

*** 5 9 #****Dial****Press**See section [“Check and store received messages” on page 39.](#)**Retrieve messages externally**

To retrieve your messages from an external position:

Dial your company's telephone number
 ① ② ③
 ④ ⑤ ⑥
 ⑦ ⑧ ⑨
 ⑩ ⑪ ⑫

 ⑬ ⑭ ⑮
 ⑯ ⑰ ⑱
 ⑲ ⑳ ㉑
Dial the number to the mailbox system

During the procedure you will be asked for your extension number and your password.

The following mailbox functions can also be used from an external position:

- Change password
- Check and store received messages
- Forward a voice message
- Send message
- Outcall (External) notification
- Personal greeting

Outcall (External) notification

With this function the message system can notify you when new voice messages arrive. You can specify an external number, where you will be called at a pre-programmed time or as soon as a new message arrives.

Note: *This feature may be restricted or not available. Ask the system administrator for the availability and for more information.*

You can be notified in two different ways (depending on the programming of the system):

Notification with mailbox access:

You acknowledge the notification via your password (has to differ from the default value 0000). See section "[Select password](#)" on [page 65](#).

Notification without mailbox access:

You get a short voice announcement, informing that someone has left a message for you. You acknowledge the notification by pressing any key. To retrieve the message you have to call back the mailbox system.

Note: *If you do not acknowledge the notification within the pre-programmed time, the connection is cancelled and repeated later. Ask the system administrator for the programmed number of notification attempts.*

Program outcall notification

*** 5 9 #**

Dial

Note: *Depending on the configuration, you might be asked for your password.*

Follow the voice announcements

You can program the external notification number, the notification time and activate/deactivate the function. The external number (including the digit(s) for external call access) can consist of up to 24 digits. The time is entered in 24h-format, e.g. 2030 for half past eight with values automatically set to even quarters, i.e. 2013 will be 2015.

Note: The notification number and time must be programmed before you activate the notification.



Press to finish the procedure

Personal greeting

Depending on the type of diversion you want to activate, you can leave three different personal greetings to the caller. The diversion state can be on no reply, on busy or an activated individual diversion.

***59#**

Dial



Press

Depending on the system configuration you may be asked for a password.

2

Press to configure your personal greeting

000
000
000
000

Enter diversion code

Select an option on the next page and follow the voice announcements.

Type of diversion	Code
Diversion greeting on busy	1
Diversion greeting on no reply	2
Individual diversion greeting	3

#

Press to store the recorded greeting

When you activate the diversion, the recorded greeting is played to the next caller.



Press to end

Note: When you have activated a diversion with a personal greeting, callers will receive this greeting instead of your activated absence information.

Abbreviated Numbers

By using abbreviated numbers, you can make calls simply by pressing a few keys.

Frequently used external numbers are stored as “common abbreviated numbers” in the exchange.

Up to 10 “individual abbreviated numbers” (your personal most frequently used external numbers) can be stored and used on the keys 0 to 9.

Common abbreviated numbers

External numbers are stored centrally in your BusinessPhone Communication Platform. Common abbreviated numbers can be dialled from every extension that has the authority to do so.



Dial the common abbreviated number

Please refer to your telephone directory.

Press to make the call

Individual abbreviated numbers

You can program and activate your most frequently used external numbers on the keys 0 to 9.



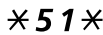
Press and enter the abbreviated number

A number between 0 and 9. Verification tone.

Press to make the call

Program individual abbreviated number

How to program external numbers on the keys 0 to 9.



Enter programming mode



Select an abbreviated number between 0 and 9 and press



Dial the digit(s) for the external call access and dial the number and press

The number can consist of up to 24 digits.

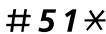
Note: If your public network requires waiting for a second dial tone, press “*”.



Press

Verification tone.

Cancel one specific individual abbreviated number



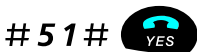
Dial



Select an abbreviated number between 0 and 9 and press

Verification tone.

Cancel all individual abbreviated numbers



Dial

Verification tone.

Dial-by-name

You can call someone by pressing the first character(s) of a name and then scroll through the name list to search for the name and number.

Example: Call “Kim” (ext. no. 123):

5 Press until the display shows the letter “K”



Use the CLEAR key to correct if you entered a wrong character.



Press to confirm

The first name in the phone book beginning with the entered character(s) is displayed, for example:



The second row shows the position in the phone book, and the last row displays the phone number.

Note: *If there are no phone book entries starting with the selected character, a name beginning with the next character is displayed.*



Scroll up or down the name list until you find “Kim”



Confirm and Kim’s number will be dialed

Note: *Press CLEAR instead of YES if you want to edit the number before dialling. You can press NO any time to cancel the process and exit the menu.*

Dial by VIP position

Phone numbers that are stored in positions 1 to 9 of the user phone book can be called very easily. You can use these positions to store important or frequently used numbers.



Press a key from 1 to 9

The number stands for the position in your personal phone book.

Press to select the phone number



Press to dial the number

Dial by position

You can make a call quickly by selecting the entry's position in the phone book and then scroll through the list to search for the name and number.

Example:

Call "Mike" (position 12 in your personal phone book):

1 2 #



Enter the position number

In this example, it is position 12 for Mike's entry.

Press to dial the number

Dial by position in the company phone book

If a company phone book was set up for your Cordless, you can make a call quickly by selecting the entry's position in the phone book and then scroll through the name list to search for the name and number. For further information about your company's phone book, please contact your system administrator.

Example: Call "Judy" (position 345 in the company phone book):

#

Press and hold until the display shows the icon  for company entries below the battery status:



3 4 5 #

Enter the position number and press

In this example, the position number of the entry is 345 for Judy's entry.



If necessary, scroll up or down until you find the entry



Press to dial the number

Group Facilities

When you are working together in a team the following group facilities can be very useful.

Group hunting

Your telephone can be included in one or several hunt groups. In a hunt group all members are represented with one common directory number. 16 hunt groups can be programmed, each containing 1 to 20 members. A member can be either an extension number, an operator console or a fictive number. Please ask your system administrator if you require this function.

Note: *The number of cordless extensions in a hunt group are limited to eight (including tandem configurations).*

Incoming calls to the hunt group are directed to free extensions in the group. The hunt order within the group can be changed to suit your needs. If all members of the hunt group are busy an incoming call is being queued. If no one answers an incoming call before the programmed time, the call is forwarded to the programmed answering position (e.g. operator).

Note: *If all members in a hunt group are busy, the call-back or intrusion functions are not available.*

Log in

Before you can answer group hunting calls, you must log in.

To log in to one hunt group:

✱ 2 8 ✱

⓪⓪⓪⓪
⓪⓪⓪⓪
⓪⓪⓪⓪
⓪⓪⓪⓪ #

Dial

Dial the hunt group code and press

Please ask your system administrator for the configured number.



Press
Verification tone.

***28**#**

Dial



Press
Verification tone.

Answer calls

As system default the hunt group number is shown in the display. If you require a different display layout, please contact your system administrator.



Answer the group hunting calls in the normal way.

Log out

To log out from one hunt group:

#28*

Dial



Dial the hunt group code and press
Please ask your system administrator for the configured number.



Press
Verification tone.

***Note:** If you are logged in to more than one hunt group and log out from one of them, the display will show a special message.*

To log out from all hunt groups:

#28#**

Dial



Press
Verification tone.

Group call pick up

In a pick up group, any member can answer any individual call to group members. You answer a call to a group member by dialling a special answering number. Please ask your system administrator for the configured number.

⓪ ⓪ ⓪
⓪ ⓪ ⓪
⓪ ⓪ ⓪
⓪ ⓪ ⓪



Dial the group call pick up code

Ask your system administrator for the group call pick up code.

Press

Common bell

The common bell facility allows all extensions of the system (operator included) to pick up the call from an extension that has been predefined as a common bell extension.

⓪ ⓪ ⓪
⓪ ⓪ ⓪
⓪ ⓪ ⓪
⓪ ⓪ ⓪



Dial the common bell pick up code

Ask your system administrator for the common bell pick up code.

Press

If two or more extensions simultaneously attempt to answer a call from the common bell extension, only the first extension will pick it up. The other extensions will receive the “number unobtainable” tone. This will also happen if you dial the common bell pick up code and there are no calls waiting at the common bell extension.

Other Useful Facilities

By using these facilities your productivity will be increased, e.g. you can set reminders for important meetings, place the costs for external calls on separate accounts and much more...

Reminder

The phone can be set to remind you at any time within the next 24 hours (multiple settings are allowed).

✱ 3 2 ✱

⓪⓪⓪
⓪⓪⓪ #
⓪⓪⓪
⓪⓪⓪



Dial

Dial reminder time and press

(00-23) hour + (00-59) minute.

Press

Verification tone. When the time is reached your phone rings with recall signal.

Note: *If you receive busy tone, your extension does not have the authority to set a reminder.*

Cancel reminder

3 2



Dial to cancel all settings

Press

Verification tone.

Account number

An account number can be entered to debit telephone costs to different accounts. Depending on the system configuration the account number has to be entered from a verified account number list (predefined) or you can invent an own account number. The following prerequisites apply:

- With the verified account number you can restrict the making of external calls (not a specific number or area), so everyone who is allowed to make external calls will receive an account number which has to be used each time he/she wants to make an external call.
- Verified account numbers contain up to 10 digits.
- Own account numbers contain up to 15 digits.

The account numbers can also be used via the DISA function, see section [“Direct Inward System Access \(DISA\)” on page 60](#).

Verified or own account number

Before an outgoing call:

*** 9 ***

Dial

0000 #

Enter account number and press



Press

Valid digits 0-9. Internal dial tone. Make the external call.

Automated attendant

The Automated Attendant facility sends voice instructions to external and internal callers, informing them of all possible options they can choose. Voice instructions lead the callers step by step to the desired destination.

0000

Dial the automated attendant directory number

Please ask your system administrator for the Automated Attendant directory number.



Press

Doorphone

The doorphone is used to monitor the admission to your company, i.e. you can open the doorlock from your phone.

Answering doorphone calls



Press

You will be in speech connection with the calling party.

Opening of the doorlock

After you have answered the doorphone, you can open the door making an inquiry to the door-opener's directory number



Press

Dial the door-opener's directory number

Please ask your system administrator for the number.

Tandem configuration

The tandem configuration is a unit, consisting of two telephones using the same directory number. One of the telephones is defined as the "Primary" and the other one as the "Secondary".

This function enhances the communication for users that, for example, have a wired phone on their desk (the "primary telephone") and need to be mobile within their company's building with their own Cordless (the "secondary telephone"). Basically the tandem configuration works as follows:

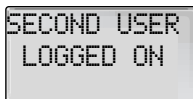
To activate the tandem configuration

*** 2 8 #**



Dial to log on the secondary telephone

Press



For incoming calls:

- Both telephones are treated as 1 single extension.

For outgoing calls:

- Both telephones are treated as 2 separate extensions.

To deactivate the tandem configuration

2 8



Dial to log off the secondary telephone

Press

For incoming calls:

- The “secondary” telephone cannot be called and the “primary” telephone works as a normal “stand-alone” telephone.

For outgoing calls:

- Both telephones are treated as 2 separate extensions.

Transferring a call between the members of a tandem unit

During an ongoing conversation:



Press



Dial your own directory number and press

Direct Inward System Access (DISA)

If you are working externally and you have the need to make business calls, call your company and use the company PBX to build up an external call to the desired party. You just pay the costs for the phone call to your company. The other costs will automatically be placed on your extension number or on a special project.

Note: To activate this function, you have to change the default password from "0000" to a personal one. Which code to use and how to change it, see section "[Select password](#)" on page 65.

You can also divert calls from your office extension to your external position, see section "[Call Forwarding](#)" on page 29. During the procedure you will be prompted for your password. Use the quick reference card at the beginning of the guide to remember these specific numbers.



Dial the public number of your company

followed by the DISA number

Please ask the system administrator for the defined DISA number.

Note: If want to register the call on an account number, you should use the account number procedure before you enter the external number, see section "[Account number](#)" on page 57.



Dial the external number

or

Use the external diversion function

Procedure, see section "[Call Forwarding](#)" on page 29.

Note: If you program a new diversion address, remember to reset it when you return to your office.

Networking

Networking is the connection of several premises within a company. The connection can be set up via leased lines, public lines, Local Area Network (LAN) or Wide Area Network (WAN). Ask your system administrator about details regarding networking.

IP calls

IP calls are internal calls sent via an internal data network (LAN or WAN) and the transfer of data and voice is made on the same line. If you are connected to an internal data network the IP connection is made automatically. To minimize the traffic on the network the speech quality is decreased.

If the speech quality is not acceptable you can disconnect the IP call and switch to a non-IP call (alternative network). The switch from the IP net to the non-IP net is made during the call, so the call does not have to be disconnected.

If you want to switch to a non-IP net during the call:



Press

*** 61 ***

Dial

During the procedure the other party is put on hold. When the procedure is ready you will receive a special ringing tone and the call is resumed in the non-IP net.

Note: A switch to a non-IP call can only be performed if the original call is an IP call, otherwise you will receive a blocking tone.

Lock the keypad

You can lock the keypad of the Cordless to avoid accidental activation or dialling a number by mistake. The following procedure describes the manual lock, but it is recommended to always have the automatic lock on.

How to set the Automatic keylock, see section [“Settings” on page 81](#).



To lock the keypad manually

Select “Keylock On?” and press

When you press a key, the display will show:

A rectangular LCD display showing the text: 'Keylock', 'Enter <- YES', and 'to unlock' on three lines respectively.

To unlock the keypad

If the telephone is in stand-by mode:



Select “Keylock off?” and press

Now the keylock is deactivated, and the key icon disappears.

When you receive an incoming call:



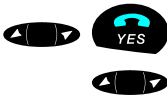
Press to answer

This will unlock the keypad, no matter if you locked the keypad manually or automatically.

Info

During a call, the duration of the call is shown in the display. Additional you can check the duration of the last incoming or outgoing call or the total call duration. How to set the type of call information, please see section [“Call info” on page 84](#).

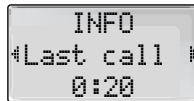
Check time of the last call



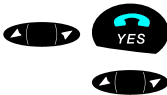
Select “Info” and press

Select “Last call”

The duration of the last incoming or outgoing call is displayed:



Check total call time

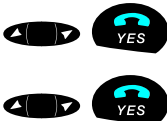


Select “Info” and press

Select “Tot calls”

Depending on the Call info setting, the duration of both incoming and outgoing calls or only the duration of all outgoing calls is displayed. See [“Call info” on page 84](#) for further information.

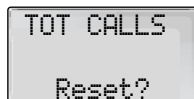
Reset the total call time meter



Select “Info” and press

Select “Tot calls” and press

The display shows:



Press to reset the meter

Security

You can block your extension in order to prevent unauthorized use of your telephone, e.g if your external calls are placed on a specific account number.

Block extension



Dial to block your extension and press

Verification tone, your extension is blocked.

Un-block extension

#72*

Dial to re-open



Enter your password



Press to re-open

Verification tone, your extension is open for use.

Select password

You can use your four-digit password for blocking your phone from unauthorized use, for making external calls from any blocked extension, for entering the message system or when you are using the DISA function.

Note: The first time you enter the message system you might be requested to change your password if it is default (0000). This procedure is performed directly in the message system. See section "[Internal Messages](#)" on page 37.

* 7 2 *

Dial to select a new password

0 0 0 0
0 0 0 0
0 0 0 0
0 0 0 0

Enter your present password

The default password is "0000".

*

Press

0 0 0 0
0 0 0 0
0 0 0 0
0 0 0 0

Enter your new password

#

Press

Verification tone.



Press

Bypass blocked extension

In order to make a call, you can temporarily bypass a blocked extension. You can make one call from the extension.

Bypass own extension

72

Dial

⓪⓪⓪
⓪⓪⓪
⓪⓪⓪
⓪⓪⓪

Enter your password

#

Press

Dial tone. You can make one call from the extension.

Bypass another extension

This makes it possible to make a call on another, blocked extension, by using your password.

72

Dial

⓪⓪⓪
⓪⓪⓪
⓪⓪⓪
⓪⓪⓪
*

Enter your password and press

⓪⓪⓪
⓪⓪⓪
⓪⓪⓪
⓪⓪⓪
#

Dial your extension number and press

Dial tone. You can make one call from the extension.

Phone lock

You can protect your Cordless from being used by unauthorized persons by locking it. The lock is manually activated.

Note: To use this feature, you have to select a lock code first. It is recommended to write down the IPEI code of the telephone in case the Cordless is blocked because an incorrect lock code was entered, see [“IPEI code” on page 70](#).

Select phone lock code

Your Cordless is initially provided with a pre-set code for locking the phone. You should change this code to prevent misuse.

Note: The pre-set code is “0000”. Before you change the phone lock code, it is recommended to write down the telephone’s IPEI code, see [“IPEI code” on page 70](#).

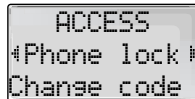


Select “Access” and press



Select “Phone lock – Change code” and press

The Display shows:



Enter the (old) current code and press

The default code is 0000.



Enter the new code and press

The code may consist of 3 to 8 digits (no characters). Next you will be asked to verify the code.



Repeat the new code and press

The new code is now set as the default code and the display confirms the change with:



Then the Cordless returns to stand-by mode.

Notes: If you enter an incorrect old code, the display will show the message “Wrong code”. The phone lock code has not been changed. Repeat the procedure described above.
If the message “Matching error” appears, the new code was not entered correctly. Repeat the procedure described above.

Notes: If you enter an incorrect code three times in a row, the DT570 is locked, see section “[IPEI code](#)” on page 70 to unlock it. If you cannot remember your lock code, you will need the IPEI code to unlock the phone, see section “[IPEI code](#)” on page 70.

Lock phone

Note: To use this feature, you have to select a lock code first. It is recommended to write down the IPEI code of the telephone in case the Cordless is blocked after an incorrect lock code was entered, see “[IPEI code](#)” on page 70.

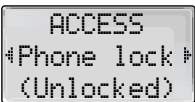


Select “Access” and press



Select “Phone lock” and press

The current selection is shown in the display, for example:



Select “Full lock” and press



Enter your phone lock code and press

3 to 8 digits (no characters). The default code is 0000. The phone lock will be activated the next time the Cordless is switched on.

Unlock phone

If the phone lock is activated, the display will show briefly:



Then you are asked to enter the lock code.

Enter your phone lock code and press

The Cordless is unlocked and you can make calls as usual.

Cancel phone lock



Select "Access" and press



Select "Phone lock" and press



Select "Unlocked" and press



Enter your phone lock code and press

The default code is 0000.

IPEI code

If your Cordless is blocked because of an incorrect lock code, you can un-block the phone with the IPEI code. The IPEI code is a unique code for your Cordless telephone.

Show IPEI code

When the Cordless is unlocked and in stand-by mode:

*** # 0 6 #**

Dial

The 13-digit IPEI code is displayed.

Note: Write down the IPEI code and store it at a safe place for future reference. If you do not know the IPEI code, please contact your system administrator.

Once the DT570 has been locked with the phone lock code, you have to enter this code before the IPEI code is displayed. Therefore it is recommended to look up the IPEI code before setting the phone lock code.



Enter the current Phone Lock code and press

The 13-digit IPEI code is displayed.

Least Cost Routing

Least Cost Routing (LCR) automatically selects the cheapest way to establish the connection to the desired external number. Please ask your system administrator if this function is installed in your system.

Use least cost routing

If the extension has been configured to use LCR, each external call will be analyzed and the cheapest way will be selected.

0



Dial the digit(s) for external call access and the external number

The usual way of making an outgoing external call.

Calling least cost routing

If LCR has been installed in your system, but your extension is not configured to use it automatically, you also have the opportunity to get the cheapest connection by dialling the LCR code before you dial an external number.



Dial the LCR code

Please ask your system administrator for the LCR code.

0



Dial the digit(s) for external call access and the external number

Phone Book

Your Cordless is equipped with a personal phone book where you can enter up to 100 entries (names and numbers).

Additional to your personal entries, a company's phone book can be programmed with a special accessory and store up to 1,000 phone numbers. These numbers cannot be changed and are always marked with the "□" icon. If the company phone book is used, depends on your system settings. Please contact your system administrator for further information.

Notes: *Phone book numbers have a maximum of 24 digits. Phone book names have a maximum of 12 characters. An indication that the phone book is full, means that you have to delete an entry before you can add a new one.*

Use the phone book

Access the names and numbers of the phone book.



Access Phone book and press



Use the scroll keys to select the required option

Make a call via the phone book

You can conveniently make calls using the phone book. There are different ways how to establish a call with the phone book:

- Call by name
- Call by phone book position
- Quick dial by name.
See [“Dial-by-name” on page 50](#)
- Quick dial by position.
See [“Dial by position” on page 51](#)

Note: If a company phone book was set up, you can also dial a number by position in the company phone book. Please contact your system administrator for further information.

Call by name



Access “Phone book” and press



Select “Name recall” and press



Press the key which has the first character of the name

You can enter more characters, for example the first three characters of the name you are looking for. How to write text, see section [“Write text” on page 79](#).



Press to confirm

The first name beginning with that letter is displayed.



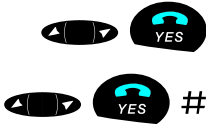
Scroll up or down until you find the name and press

The number is dialed.

Note: How to make calls via the answered call list, missed call list or last dialed lists, see sections [“Incoming Calls” on page 14](#) and [“Outgoing calls” on page 19](#).

Call by phone book position

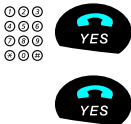
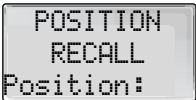
Phone numbers can be dialled by using its position number in the phone book.



Access “Phone book” and press

Select “Position recall” and press

The display shows:



Enter the phone book position number and press

If necessary, use the Scroll keys to select an entry.

Press

The number is dialled.

Add a name and number to the phone book



Select “Phone book” and press



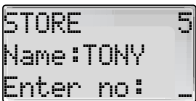
Select “Store” and press



Enter a name and press

How to write text, see section [“Write text” on page 79](#).

The display shows the entered name, for example:





Enter the phone number

The first free position in the phone book is prompted.

Note: International phone numbers can be stored with the + sign in front. Just press the 0 key until the + is displayed. The + sign replaces the international access code from the country you are calling from.

Now you have two options:



Press to store the number in this position

The name and number are stored in the phone book. The display changes to stand-by and shows the stored number.

or



Press to select another position



Enter the desired position number and press to store

The name and number are stored in the phone book. The display changes to stand-by and shows the stored number.

Overwrite protection

If you try to store an entry in a position that is already used, the display shows the following message:



Press and enter a new position number

or



Press to overwrite the existing number

Note: If a company phone book is stored in your Cordless, please note that you cannot edit any entry marked with the "α" icon. Please contact your system administrator for further information.

Change an entry in the phone book



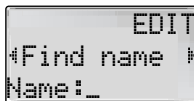
Select “Phone book” and press



Select “Edit” and press



Select “Find name”



Enter the first character(s) of the name and press

The display shows the desired entry, for example:



The upper line shows the position number, and the middle row contains the stored name. The last row displays the phone number of the entry.

Now the following options are available:



Move to the next line / Move right within line



Move left within line



Use the keypad to edit the name, the position number or the phone number



Delete character left to the cursor

When all changes are done:



Press to confirm

Note: If you prefer to look up an entry by position, just select “Find pos” instead of “Find name” after you have accessed the “Phone book – Edit” menu.



Delete an entry from the phone book

Select “Phone book” and press



Select “Erase” and press

The display shows:



Enter the position number and press

Note: If you do not know the position number, just press YES and or wait a moment. The display will change automatically to the first entry (= position number 1).



If necessary, use the Scroll keys to select a name

Press to delete the entry

The display shows the name a last time and confirms that the entry has been deleted.

Delete an entry by name



Select “Phone book” and press



Select “Name recall” and press



Enter the first letter of the name and press



Press and hold

The display shows the name you want to delete, and you will be asked to confirm the process.



Press to delete the entry

The display shows the name a last time and confirms that the entry has been deleted.

Note: You can also delete an entry by “Position recall”. Just select this option after you have accessed the phone book and enter the desired position number.

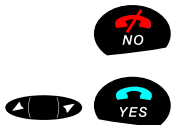
Add last dialled number to the phone book

When you entered a phone number but then decided not to make the call, you can add the number right away to the phone book.

You have just entered a phone number, for example:



After a short while you are asked if you want to dial the number:



Press

The display still shows the entered number.

Select "Phone book" and press

The display changes to:



Press

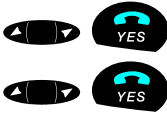
Enter a name and press

How to write text, see section ["Write text" on page 79](#).

The name and the number are stored, and the display returns to stand-by mode.

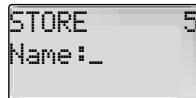
Write text

The characters that you can enter, are written below each key. Use the keypad to write text. Below is explained how to write text when you add a new name in the phone book menu.



Select “Phone book” and press

Select “Store” and press



Example:

5

Press a digit

1 time	result J
2 times	result K
3 times	result L
4 times	result 5



Press to confirm your edit

Now you can enter the related phone number, see [“Add a name and number to the phone book” on page 74](#).

Control keys

While entering a name or a number you can use the following keys for control and navigation:



Press to move left



Press to move right



Press to switch between upper and lower case

1

Press to enter a space



Press to correct a wrong entry

Special characters

See the table below how to find a special character.

Key Number of key presses:		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
1		-	?	!	,	.	:	;	“	‘	<	=	>	()		1	
2		A	B	C	Å	Ä	Æ	à	Ç	2	Γ							
3		D	E	F	è	É	3	Δ	Φ									
4		G	H	I	ì	4												
5^		J	K	L	5	Λ												
6		M	N	O	Ñ	Ö	Ø	ò	6									
7		P	Q	R	S	ß	7	Π	Σ									
8		T	U	V	Ü	ù	8											
9		W	X	Y	Z	9												
0		+	&	@	/	¤	%	\$	£	¥	§	¿	¡	Ø	Θ	Ξ	Ψ	Ω
#		#	*															

Note: Depending on the selected menu language, other characters might be available, which means that the character order differs from the table above.

Example special characters:

- 8
- To enter Ü press 8 (four times)

1 time result T

2 times result U

3 times result V

4 times result Ü



Press to confirm your edit and to exit the menu

Settings

In order to satisfy your personal needs, the Cordless is equipped with a number of setting options. This section describes how to customize your telephone.

Greeting

The greeting text is displayed when you switch on your Cordless. You can edit the greeting text or turn the greeting off.



Enter greeting text

Select “Settings” and press



Select “Greeting” and press



Select “New text” and press

The display shows:



Enter your personal greeting text

The Cordless changes to text entry mode automatically. The greeting may have up to 24 characters. How to write text, see section “[Write text](#)” on page 79.

When you have entered your greeting:



Press to confirm

Note: If you want to turn off the greeting, just select “Off” instead of “New text” and press YES.

Automatic keylock

You can set the keypad to lock after 25 seconds after the last usage.



Select “Settings” and press



Select “Keylock” and press



Scroll to choose between “Auto” and “Manual” and press

The automatic keylock will be activated after 25 seconds. A key icon appears in the display to indicate that the keypad is locked.

To use your Cordless again:



Press

The display shows:



Press

The Cordless is unlocked and you can make calls as usual.

Note: *If you accept an incoming call, the keylock is deactivated automatically.*

Key sound

Use this feature to set if you want every keystroke to be confirmed with a short tone or not:



Select “Settings” and press



Select “Key sound” and press



Select one of the following options:

Click Default setting
Tone A tone is played
Silent No key sound

Note: *For the volume keys only the click sound is available.*



Press to confirm

Language

The display messages are available in 19 languages: Czech, Danish, Dutch, English, Estonian, French, German, Hrvatski, Hungarian, Italian, Melayu, Norwegian, Polish, Portuguese, Russian, Spanish, Suomi, Swedish, and Turkish.

Select language



Select “Settings” and press

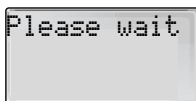


Select “Language” and press



Select your language and press

The display shows the following message in the 'old' language before the Cordless changes to the selected language, for example:



Note: To reset the language to English (default), just enter the sequence * # 0000 # any time.

Light

With this function you can save battery energy by turning the display light off automatically in stand-by mode.



Select “Settings” and press



Select “Light” and press



Select one of the following options:

Auto The display light is turned off automatically 10 seconds after the last key has been pressed.

Off No display light

On Display light is on all the time



Press to confirm

Call info

During a call, the duration of the call is shown in the display. Additional you can check the duration of the last incoming or outgoing call or the total call duration. With this feature, you set the type of call information that will be available.



Select type of call information

Select “Settings” and press



Select “Call info” and press



Select one of the following options:

Time: All Show duration for incoming and outgoing calls

Time:Outg. Show duration for outgoing calls



Press to confirm

Answering mode

Setting an answering mode can be useful when, for example, the Cordless is used with optional handsfree equipment.



Select answering mode

Select “Settings” and press



Select “Answering mode” and press



Select one of the following options:

Any key If the Cordless is used with handsfree equipment, you can answer an incoming call by pressing any key except NO.

Auto An incoming call is answered automatically after one ringing signal if the Cordless is used with handsfree equipment. Before the call is answered automatically a signal is heard.



Press to confirm

The answering mode has been changed.

Own line settings

The Own line settings are only required if one or more of the following situations are applicable:

- If you want to make calls in different networks using the phone book.
- If you want to store international phone numbers in the phone book with a + for the international access code.
- If internal numbers are stored in the phone book as complete phone numbers with at least the PBX prefix.

Please contact your system administrator if you need this feature.

Reset the DT570 settings

With this function you can reset the Cordless to the default settings.



Select **“Settings”** and press



Select “Master reset” and press



Enter the phone lock code and press

The default code is 0000.

Date and time

When the Cordless is in stand-by mode the current time and date can be displayed (if this feature is supported by the network). The time is automatically retrieved from the system (if available), and you can set how the time is displayed. As default, no date is shown.

To set the date format



Select “Clock” and press



Select “Date mode” and press



Select one of the following formats or turn off the date:

D stands for day, M for month, and Y for the year.

- DD-MM-YY
- MM/DD/YY
- YYMMDD
- DD-MM-YY
- Off



Press to confirm

The date is now displayed in stand-by mode.

To set the time format



Select “Clock” and press



Select “Clock mode” and press



Choose between “24 hours” or “AM/PM”



Press to confirm

Now the time is displayed in the selected format.

Audible Adjustments

In order to satisfy your personal needs, your Cordless is equipped with many options to set and adjust a personal volume, ringing signal and ring melody. In addition to this there is a trembler, if your system has that option.

Volume control

Use the volume keys to adjust the volume in the earpiece. See section “[Description](#)” on [page 8](#) for the location of volume controls.

To turn the microphone, ringer and warning sound on or off during a call, see section “[During Calls](#)” on [page 24](#).

Earpiece volume

When you are making a call, the volume keys affect the earpiece volume. This is useful when e.g. you enter a machinery room.



Press the volume controls to adjust the earpiece volume during a call

or



Select “Settings” and press



Select “Ear volume” and press



Set the earpiece volume and press to confirm

You can also use the volume keys at the left side of the Cordless to adjust the volume.

Ringer volume

There are 7 ringer levels. At the lowest level, the ringer is shut off.



Select “Settings” and press



Select “Ring level” and press

A volume level bar is displayed.



Set the ringer level

If you increase the ringer volume, the Cordless will play the currently selected ring melody.



Press to confirm

Note: You can have one ring volume setting when the Cordless is used as a hand-held unit and another setting when it is used with Ericsson external audio accessories. The same applies when using an optional vibrator alarm. For more information see [“Optional Accessories” on page 98](#) or contact your system administrator.

Turn off ringer permanently

When the Cordless is in stand-by mode:



Select “Settings” and press



Select “Ring level” and press

A volume level bar is displayed.



Set the ringer level to “0”

The display shows:



Press to confirm

As a reminder, the ringer off icon  will appear in the display.

Note: If you turn the ringing signal off, all audible signals will also be turned off, and incoming calls are only indicated by the LED and the display.

Ring type

You can choose between ten different pre-programmed ring melodies for your Cordless, and the ring types “Low”, “Medium”, “High” and “Mix”. Additional, you can edit your own ringing melody, see section [“Edit melody” on page 90](#).

To set the ring type:



Select “Settings” and press



Select “Ring type” and press

You can set different ring melodies for internal calls, external calls, and call-back calls:

DECT int	Internal calls
DECT ext	External calls
DECT callb	Call-back calls



Select a call type and press



Select a ring type

The Cordless will play the selected melody.

Note: Use the volume keys at the left side of the Cordless to scroll silently through the available ring types.



Press to confirm



Select another type of call

Proceed as described above.

Edit melody

You can program your own melody to customize the Cordless for your personal needs. The DT570 can handle a range of tones over two octaves.



Select “Settings” and press



Select “EditMelody” and press

Press the following keys to compose your personal ringing melody:



Press to insert a note

To get a short note, press the key for a short time. To get a long note, hold down the key.



Press to change the pitch of the note left to the cursor

The pitch is increased or decreased in half tone steps. Press once for a sharp, twice for flat and three times for normal pitch.



Press to insert a short pause



Press to get a higher or lower octave

This option applies to the last note you have entered. A higher octave is indicated by a + in front of the note.



Press to delete the last note

If pressed once, the last note you have entered will be erased. Press and hold down the CLEAR key, if you want to delete the whole melody.



Press to listen to your melody

You will be asked if you want to save this melody:



Press to save the melody

or



Press to continue entering notes

Mail alert

You can set a special sound for new incoming mails. If you do not want to be disturbed by incoming mails, you can also turn the mail alert off.



Select “Settings” and press



Select “Mail Alert”

The last row shows the current setting, for example:



Press



Select an option

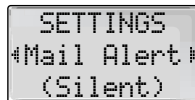
The following options are available:

Tone	A short tone is heard.
Click	A short click sounds.
Silent	The mail alert is turned off.















Press to confirm

The display shows the new setting, for example:



Tones and Signals

Tones are audible in the earpiece. Ringing signals are emitted from the phone, see section “Audible Adjustments” on page 87.

Dial tone (System ready to accept digits)	
Special dial tone (System ready to accept digits, active diversion on telephone, Tandem functionality)	
Ringing tone (Ringing signal to called party)	 repeated after 4 s
Special ringing tone (Ringing signal to line 2)	 repeated after 4 s
Busy tone (Called party is busy)	
Number unobtainable tone (Called number not accessible or vacant)	
Blocking tone (Call cannot be executed due to congestion or called party blocked)	
Verification tone (Verification that ordered function is accessed)	
Intrusion tone (Sent to all parties during intrusion)	  
Conference tone (Sent to all participants in a conference)	 repeated after 15 s

Signals

Ringing signals are emitted from the phone..

Internal ringing signal		- repeated after 4 s
External ringing signal		- repeated after 4 s
Automatic call-back signal		

Note: *The tones and ringing signals in this guide refer to the standard system but may vary between countries.*

Useful Hints

Connections Between External Lines

With your BusinessPhone Communication Platform, you can establish an external call diversion or a conference with more than one external party or transfer an external call to another external destination (e.g. a mobile phone). These features are very useful for everyday business life.

Note: *When these features are used, your BusinessPhone Communication Platform will occupy at least two external lines.*

However, there may be disadvantages in connecting to several external lines. We would therefore like to draw your attention to the following:

- **Please do not transfer external calls to an external mailbox, to information systems or to external parties before they have answered**
- **Try to avoid diverting calls to third parties before they have answered**
- **If you are connected to two external lines, cancel one call by pressing the YES key and the 1 key**

If the external parties are not persons (mailbox, automated information or attendant systems, etc.), connections on external lines can last a long time, which can be costly. Moreover, such calls may occupy two of your system's external lines. You can restrict connections between the external lines by re-programming your system.

Please ask your system administrator or contact our service centre for more information.

Installation

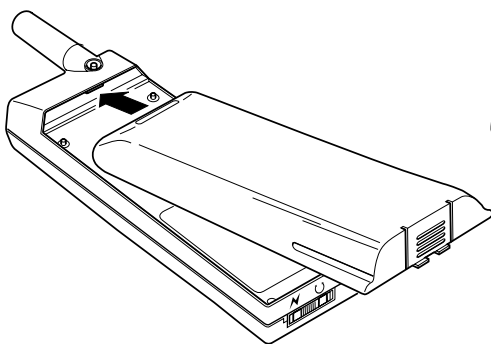
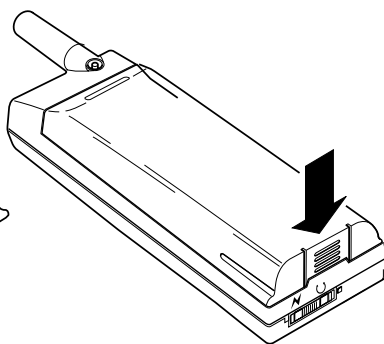
This chapter describes how to connect and charge the battery of your Cordless.

Connecting the battery

Your Cordless is supplied with a slim nickel metal hydride (NiMH) battery.

Note: A long beep at regular intervals is audible when the battery is almost flat, and the LED on top of the phone shows a slowly flashing, red light.

Attach the battery to the Cordless as shown in the figure below

1**2**

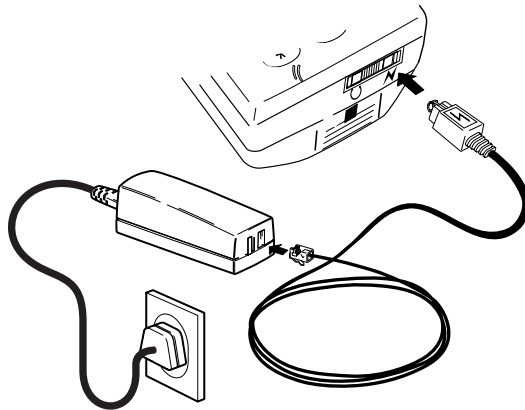
Note: Because the status of a newly received battery is uncertain, always charge it to ensure that you have sufficient talk and standby time.

Charging the battery

When the battery requires charging, you will hear a warning sound and the display will indicate it. Regarding charge time, see section ["Battery performance" on page 97](#).

Note: *You can charge the battery any time. There is no need to wait until the battery is completely discharged.*

Connect the Cordless to the charger as shown in the figure below



The charging process will start automatically, indicated by a green light on the charger. If the phone is turned off during charging, the LED turns red, and the battery icon flashes sequentially.

Leave the Cordless connected to the charger until the battery is fully charged.

It takes approximately one hour to fully charge the standard battery, see ["Battery performance" on page 97](#). During charging, you can use the Cordless as usual. When charging process is complete, the indicator light on top of the Cordless turns green, and the battery icon is completely filled.

Disconnect the charger.

Notes: *Do not connect your phone to the charger without a battery. If the standby time for your DT570 becomes too low, you should replace the battery.
Only use the charger that is delivered with your Cordless to charge the battery.*

Battery performance

The DT570 will be standard equipped with a Slim Nickel Metal Hydride (NiMH) battery. The Cordless can be equipped with three types of NiMH batteries. The table below shows the performance of the different battery types:

	<i>Talk time</i> <i>(hours)</i>	<i>Standby time</i> <i>(hours)</i>	<i>Charge time</i> <i>(minutes)</i>
Slim Battery NM6050 NiMH 500mAh	9	40	60
Ultra Slim Battery NM6065 NiMH 800mAh	15	70	80
High Performance Battery NM6120 1200mAh	22	100	155

Removing and changing the battery

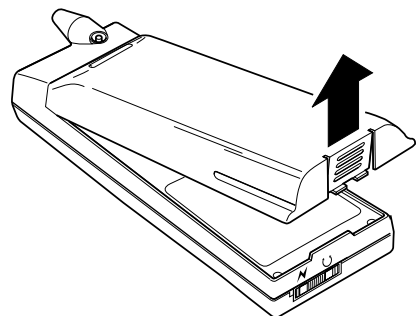
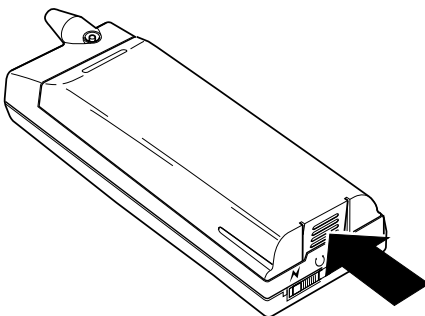
Rechargeable batteries have a limited lifespan. If the stand-by time for the DT570 becomes too short, you should replace the battery. Please contact your system administrator for more information.



Press to turn your Cordless off

Note: Always make sure that your phone is turned off before disconnecting the battery.

Remove the battery as shown on below.



Optional Accessories

You can customize your Ericsson telephone to meet your own needs. All of the following accessories are optional and can be purchased at your local Ericsson contact or.

Available accessories for your Cordless:

- Ultra Slim Battery NM6065, NiMH 800mAh
- High Performance Battery NM6120, 1200mAh
- Desktop charger
- DS600 Docking station
- Cordless handsfree headset
- Headset profile
- Leather business carrying case
- Hip case
- Security clip
- Vibrator silent call alert
- Magnetic phone holder

Glossary

Abbreviated Number Dialling

Initiating a call to a pre-programmed number by dialling a code. Short numbers can be:

1. *Common, which means that all extensions can use them.*
2. *Individual, which means that they are programmed and used by each extension separately (10 numbers).*

See section [“Abbreviated Numbers” on page 48.](#)

Account Number

To place call costs on an account number. See section [“Other Useful Facilities” on page 56.](#)

Automated attendant

A facility which sends voice instructions to internal and external callers, providing all options which can be chosen. Voice instructions lead the caller to the desired destination. See section [“Other Useful Facilities” on page 56.](#)

Call-back

An indication to a busy extension, to inform the person that you want to speak to him/her. See [“Internal Messages” on page 37](#) and [“Outgoing calls” on page 19.](#)

Camp on

To place (queue) a call to a busy extension. See section [“Outgoing calls” on page 19.](#)

Dial-by-name

Initiation of a call by operating a single key. Internal numbers (or common abbreviated numbers) can be stored on each extension. See section [“Abbreviated Numbers” on page 48.](#)

Directory number

Numbers with 1-8 digits which are assigned to extensions or external lines or as common abbreviated numbers.

Direct Inward System Access (DISA)

If you are working externally, the DISA function enables you to make external calls (long distance) via the company PBX. You only pay for the call to your company. See section [“Other Useful Facilities” on page 56.](#)

Diversion

Incoming calls to an extension are diverted to another directory number (extension, common abbreviated number, mailbox or the operator). There are three possibilities:

1. *Direct, which means that all calls to an extension are forwarded directly.*
2. *On no reply, which means that a call is forwarded if it is not answered within a certain time.*
3. *On busy, which means that a call is forwarded if the extension is busy.*

See section [“Call Forwarding” on page 29.](#)

Diversion bypass

This is useful for letting urgent calls through to an extension where diversion is active. See section [“Call Forwarding” on page 29.](#)

Extension

All telephones connected to the PBX have a unique internal number (up to 8 digits).

Information

Internal callers are informed about absence and time of return. External callers are diverted to the operator, where the same information is available. Information can be of two kinds:

1. *Pre-programmed text information.*
2. *Voice information.*

Intrusion

To intrude on an ongoing call when a requested extension is busy. See [“Outgoing calls” on page 19](#).

IP Call

Call sent via a data network (LAN or WAN).

ISDN

Integrated Services Digital Network. Provides your system with supplementary services from the public net.

Least cost routing

A function that automatically selects the cheapest way to connect your external call (not necessarily the shortest distance). See section [“Least Cost Routing” on page 71](#).

Mailbox

The mailbox system controls the messages that are left for or sent by you when you are absent. See section [“Mailbox System” on page 44](#).

Message

A message can be sent to any extension. This is useful when you receive the busy tone or get no answer. There are several kinds of messages:

1. *“Call me” messages*
2. *Voice messages*
3. *Page messages*

See section [“Internal Messages” on page 37](#).

Mute

To switch the microphone temporarily off. See section [“During Calls” on page 24](#).

Password

A four-digit code needed to retrieve messages from the mailbox system. Please ask your system administrator for your password.

PBX

Private Branch Exchange. Your telephone switching system.

Phone lock code

A 3 to 8 digit code needed to lock your Cordless to prevent misuse. See [“Security” on page 64](#).

Pre-defined text

Pre-programmed absent information. See section [“Information” on page 34](#).

Third party

A third connection (person), which can be included in an ongoing two person conversation. The connection can be internal or external. See section [“During Calls” on page 24](#).

Tie line

An external line from the private network.

Transfer

During an internal or external ongoing call you can make an inquiry and then transfer the call to another party (internal or external). See section [“During Calls” on page 24](#) and “Useful hints”.

Trunk line

A trunk line is the same as an external line. Can be either digital or analogue.

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Voice guide for the integrated mailbox system

A pocket-size voice guide, that will help you with the integrated mailbox system, for example useful when you are on the move.

Quick Reference Guide

Cordless DT570

BusinessPhone Communication Platform

Incoming calls

Answer: **YES**

Mute ringer: **NO**

Make calls

External calls: *Line access code*
External number **YES**

Internal calls: *Extension number* **YES**

Individual abbreviated number: *** * 0 - 9 YES**

Last external no. redial: *** * * YES**

Quick redial: **YES** *Select entry* **YES**

Dial-by-name: **2 - 9 YES**
Select name **YES**

Dial by VIP position: **1 - 9 YES YES**

Dial by position: *Position number*
YES YES

Return calls

Answered calls: *Phone book*
Answered calls
Select an entry **YES**

Missed calls: *Phone book*
Missed calls
Select an entry **YES**

You get busy tone or no answer

Camp on: **4** *Keep "off hook"*

Automatic call-back: **5 NO**

Intrusion: **8**

Inquiry

Ongoing conversation: **YES** *Call 3rd party*
YES *End 2nd call*

Transfer

Transfer a call: **YES** *Call 3rd party*
NO *Before or after answer*

Reminder

Reminder (24 hours): *** 3 2 ***
Reminder time # **YES**

Cancel reminder: **# 3 2 # YES**

Account number

Costs on selected *** 9 ***
account number: *Account number #* **YES**

Tandem

Activate tandem: *** 2 8 # YES**

Cancel tandem: **# 2 8 # YES**

Transfer call between **YES** *Own No.* **NO**
tandem members:

Call forwarding

Fixed diversion: *** 2 1 # YES**

Cancel: **# 2 1 # YES**

Individual internal diversion: *** 2 1 ***
New number # **YES**

Cancel: **# 2 1 # YES**

Follow me, re-direct from answering extension: *** 2 1 *** *Own number*
***** *New number #* **YES**

Cancel: **# 2 1 ***
Own number # **YES**

External diversion: *** 2 2 *** *Line access code*
External number # **YES**

Cancel: **# 2 2 # YES**

Re-activate: *** 2 2 * # YES**

Bypass call forwarding: *** 6 0 ***
Extension number # **YES**

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