

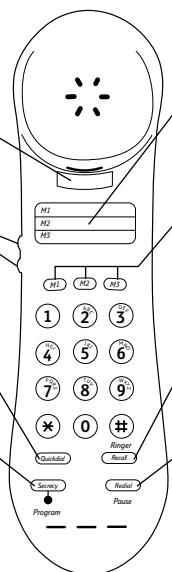
# At a glance

**Hook switch**  
Lets you make a follow-on call without replacing the handset.

**Speaker volume control buttons**  
Used to adjust the speaker volume of a call.

**Quickdial button**  
Use to store and dial Quickdial numbers.

**Secrecy button**  
Allows you to talk to someone in the same room without your caller hearing.



**Memory label**  
To keep a note of your one-touch numbers.

**Memory buttons**  
Use to store and dial one-touch numbers.

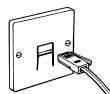
**Recall button**  
For use with switchboards and BT Select Services.

**Redial button**  
Press to redial the last number called or to enter a pause in the memory.

# Setting Up

Please read the instructions carefully before use, and keep this user guide for future reference.

## Connect the telephone line cord



# Safety information

Do not expose to direct sunlight.

Do not stand your product on carpets or other surfaces which generate fibres, or place it in locations preventing free flow of air over its surfaces.

Do not submerge any part of your product in water and do not use it in damp or humid conditions, such as bathrooms.

Do not expose your product to fire, explosive or other hazardous conditions.

## Cleaning

Simply clean the handset and base station with a damp (not wet) cloth, or an antistatic wipe. Never use household polish as this will damage the product. Never use a dry cloth as this may cause a static shock.

# Using your Duet 550 telephone

## To make a call

- Lift the handset. You will hear a dial tone.
- Enter the telephone number. The number will be dialled.

## To end a call

- Replace the handset.

## To redial the last number



- The last number dialled is stored in the redial memory.
- Press the **REDIAL** button. The number is dialled automatically.

*If you are redialling a number when connected to a switchboard, wait until you hear a dial tone, then press the 9 button, wait again for a dial tone and then press REDIAL. This applies even if 9 is stored in REDIAL.*

## To switch secrecy on and off

When on a call you can talk to someone in the same room, without your caller hearing.



- During a call press the **SECRECY** button. The LED will flash to indicate that secrecy is on. You can talk and your caller will not hear you.
- To resume your call press the **SECRECY** button again. The LED will stop flashing.

## To adjust the speaker volume

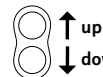
The speaker volume can only be adjusted when the telephone is off the base.

The switch can be found on the left hand side of the telephone.

There are 5 levels. **1** = quietest. **5** = loudest.

The volume will remain at the level you have set between calls until you adjust it again.

Press to increase the volume.



Press to decrease the volume.

## To adjust the ringer tone and volume

Your Duet 550 has 3 ringer tones to choose from. The volume of the tone can also be adjusted or you can turn the ringer off. See the table opposite to help you select the right setting.



- Press the **SECRECY** button. The LED will start to flash.
- Press the **#** button.
- Press the keypad button, **0** to **9**, for the tone/volume you want. You will hear a beep to confirm your setting. The beep is from the handset and not audible unless held up to the ear.
- Press the **SECRECY** button. The LED will stop flashing. Your selected setting is now stored.

Volume	Quiet	Medium	Loud
Tone 1	1	2	3
Tone 2	4	5	6
Tone 3	7	8	9
No Tone	0 = Silent		

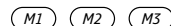
*When the ringer is switched off the ring indicator light will continue to flash to indicate an incoming call. The ringer will remain switched off until you lift the handset again. It is not possible to switch the ringer off permanently.*

## To use the Recall button



You may need to use the **RECALL** button if you are connected to a switchboard/PBX (Private Branch Exchange), contact your PBX supplier for further information. The **RECALL** button is also used for BT Select Services.

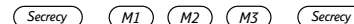
## Storing and dialling numbers



You can store up to 10 numbers in the **QUICKDIAL** memory (**0** to **9**) and a further 3 numbers using the **MEMORY** buttons (**M1**, **M2** and **M3**).

*Your Duet 550 comes with memory labels which can be used to keep a note of your stored numbers.*

## To store a number using the MEMORY buttons (M1, M2, M3)



- Press the **SECRECY** (Program) button. The LED will start to flash.
- Press the **MEMORY** button (**M1**, **M2**, or **M3**) under which you want to store the number.
- Use the keypad to enter the telephone number.
- Press the **SECRECY** button. The LED will stop flashing. The number is now stored.

*To store a pause in the dialling sequence of a memory number, e.g. 9, pause, 6, press the REDIAL button. Please note that if a pause is entered in a memory location in any of the 1st 5 digits it will cause a 2 second pause. If a pause is stored after the 5th digit dialling will stop until the REDIAL (pause) button is pressed.*

## To dial a number stored using the MEMORY buttons (M1, M2, M3)

M1 M2 M3

- Lift the handset
- Press the **MEMORY** button (M1, M2, or M3) under which the number you want is stored. The number is dialled automatically.

## To store a number using the QUICKDIAL memory

Secrecy Quickdial 0-9 Secrecy

- Press the **SECURITY** (Program) button. The LED will start to flash.
- Press the **QUICKDIAL** button and then a number, 0 to 9, under which you want to store the number.
- Use the keypad to enter the telephone number.
- Press the **SECURITY** button. The LED will stop flashing. The number is now stored.

## To dial a number stored using the QUICKDIAL memory

Quickdial 0-9

- Lift the handset.
- Press the **QUICKDIAL** button and then the number (0 to 9) under which the number you want is stored. The number is dialled automatically.

*You cannot delete stored numbers but it is possible to overwrite them simply by storing another number in the same memory location.*

# General information

## Guarantee

### Within the 12-month guarantee period:

BT guarantees the product for 12 months if the goods have only been used for their intended purpose, and have not been subjected to misuse, or been wilfully or accidentally damaged. The goods have not been tampered with or repaired by anyone other than BT, its staff or agents. If a fault does occur in this product, and you bought the unit yourself, provided that you return it to the place of purchase and produce your receipt, it will either be repaired or replaced free of charge. The terms and conditions of this guarantee do not affect your statutory rights.

### Outside the 12-month guarantee period:

If your product needs repair after the guarantee period has ended, the repair must meet the approval requirements for connection to the telephone network. We recommend that you call BT on **Freefone 0800 800 150**, or visit your nearest BT shop, and you will be informed of our recommended repair agents.

## Switchboard compatibility

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

## Technical information

All items of telephone equipment have a Ringer Equivalence Number (REN) which is used to calculate the number of items that may be connected to any one telephone line.

Although you may have any number of sockets, it is important to limit the number of telephones and other items of apparatus connected to the line by those sockets, to ensure that each telephone will ring.

Every telephone or item of apparatus has a Ringer Equivalence Number (REN). In most cases a standard line should provide enough current for two or more telephones or items of apparatus, if then the RENs add up to no more than 4.

Your Duet 550 has a REN of 1. Any telephone provided by BT may be assumed to have a REN of 1 unless otherwise stated on the base. Even where the number of telephones has been limited, there is no guarantee that the different types of telephone on the same line will ring.

If the REN of 4 is exceeded, the telephone may not ring.

With different telephone types there is no guarantee of ringing, even when the REN is less than 4.

The product complies with RTTE directive (99/05/EC).

## Wall mounting

Use the template in the left hand margin to drill holes in the wall.

Pull out the wall mounting catch on the base unit, reverse it and replace it. The handset will now be able to rest on the hook when your Duet 550 is wall mounted.

CE

CE compliant to 89/336/EEC (EMC Directive)  
& 73/23/EEC (Low Voltage Directive)

## Offices worldwide

The telecommunications services described in this publication are subject to availability and may be modified from time to time. Services and equipment are provided subject to British Telecommunications plc's respective standard conditions of contract. Nothing in this publication forms any part of any contract.

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Printed on paper which meets international environmental standards.



# Duet 550

1 piece telephone

# User Guide

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Screw positions  
Bottom

