

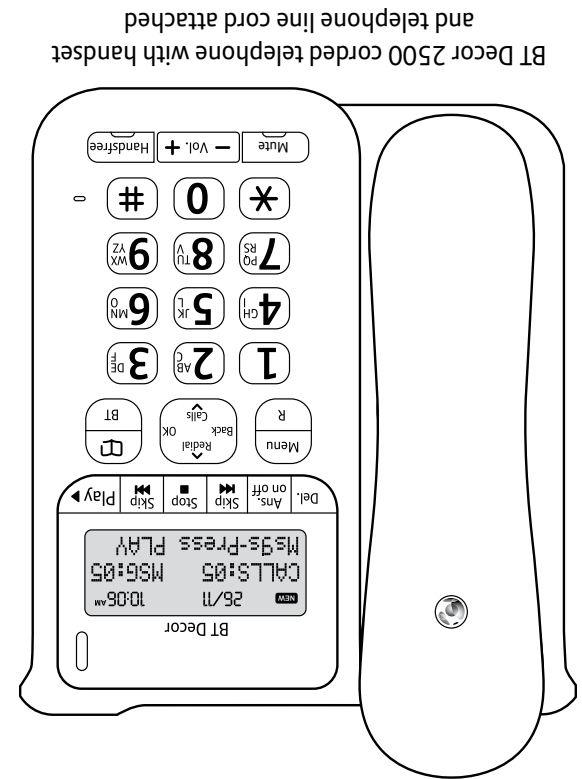
# BT Decor 2500 User Guide



**1** Set up  
**2** Go!

Setting up is easy. Just follow the simple steps in this guide. If you need further assistance, please visit our website [www.bt.com/producthelp](http://www.bt.com/producthelp) to view our advanced user guide

## Check box contents



BT Decor 2500 corded telephone with handset and telephone line cord attached

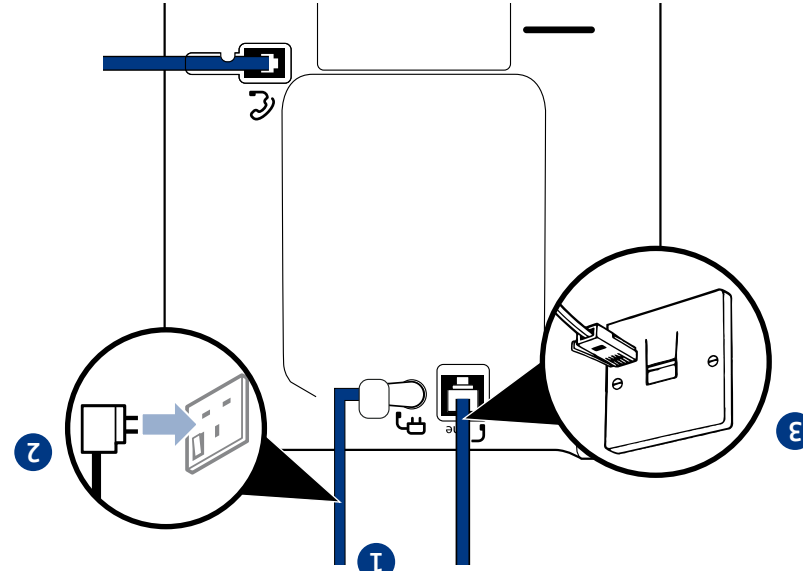


Mains power adaptor (item code 061129)

**Important:** Only use the telephone line cord and power adaptor supplied in this box, or this product may not work.

## 1 Set up

1. Plug the mains power adaptor (item code 061129) into the power socket.
2. Plug the other end of the power adaptor into the wall socket and switch the power on.
3. Plug the end of the telephone line cord into the telephone wall socket.



**!** You must plug the phone into the wall socket via an ADSL microfilter if you are using broadband on the same phone line.

## Set time and date

The default time format is 24 hour but you can change this to 12 hour, see below for instructions.  
Press **Menu** or **Redial** to display Date and Time, press **OK** to select.  
Time is displayed, press **OK**. The first digit of the time flashes. Use the keypad to enter the time using 2 digits for the hour and 2 digits for the minutes. If the 12 hour time format is set you can use the **Redial** and **Calls** buttons to alternate between AM and PM. Press **OK** to confirm.

**Set the date**  
Press **Menu** or **Redial** to display Date and Time and press **OK**.  
Time is displayed, press **OK** to display Date and press **OK**.

The current date is displayed with the first digit flashing. Use the keypad to enter the date using 2 digits for the day, 2 digits for the month and 4 digits for the year e.g. 21/05/2011 for 21st May 2011, press **OK** to confirm. The date will be displayed as dd/mm only.

## Set the time format (12 or 24 hour)

Press **Menu** or **Redial** to display Date and Time and press **OK**.  
Time is displayed, press **OK** to display Time Format and press **OK**.  
Time is displayed, press **OK** to display Time Format and press **OK**.

Your BT Decor 2500 is now ready for use.



### Product disposal instructions

The symbol shown here and on the product means that the product is classed as Electrical or Electronic Equipment and should not be disposed with other household or commercial waste at the end of its working life.

The Waste of Electrical and Electronic Equipment (WEEE) Directive (2002/96/EC) has been put in place to recycle products using best available recovery and recycling techniques to minimise the impact on the environment, treat any hazardous substances and avoid the increasing landfill.

**Product disposal instructions for residential users**  
When you have no further use for it, please remove any batteries and dispose of them and the product as per your local authority's recycling processes. For more information please contact your local authority or the retailer where the product was purchased.

**Product disposal instructions for business users**  
Business users should contact their suppliers and check the terms and conditions of the purchase contract and ensure that this product is not mixed with other commercial waste for disposal.

### R&TTE Directive & Declaration of Conformity

This product is intended for use within the UK for connection to the public telephone network and compatible switchboards.

This equipment complies with the essential requirements for the Radio Equipment and Telecommunications Terminal Equipment Directive (1999/5/EC).

The Declaration of Conformity is published on the website [www.bt.com/producthelp](http://www.bt.com/producthelp)

## General information

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

### Guarantee

Your BT Decor 2500 is guaranteed for a period of 12 months from the date of purchase.

Subject to the terms listed below, the guarantee will provide for the repair of, or at BT's or its agent's discretion the option to replace the BT Decor 2500, or any component thereof, which is identified as faulty or below standard, or as a result of inferior workmanship or materials. Products over 28 days old from the date of purchase may be replaced with a refurbished or repaired product.

The conditions of this guarantee are:

- The guarantee shall only apply to defects that occur within the 12 month guarantee period.
- Proof of purchase is required.
- The equipment is returned to BT or its agent as instructed.

This guarantee does not cover any faults or defects caused by accidents, misuse, fair wear and tear, neglect, tampering with the equipment, or any attempt at adjustment or repair other than through approved agents.

This guarantee does not affect your statutory rights.

For further information within and outside the 12 month guarantee, please refer to the full user guide at [www.bt.com/producthelp](http://www.bt.com/producthelp)

### Offices worldwide

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

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Registered Office: 81 Newgate Street, London EC1A 7AJ.  
Registered in England No. 1800000.

Designed and produced by The Art & Design Partnership Ltd.

Printed in China / Issue 1 / ADP 07-11

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# Your telephone

**Menu**  
Access Settings menu. Press when viewing Calls list, directory or redial list to view sub-menu list.

**3 Line Display**  
When in standby display shows time and date, messages received and any calls in the calls list.

**Calls LED**  
Red calls LED flashes to indicate an incoming call.

**Use to store and dial directory entries.**

**R**  
Recall for use with a switchboard/PBX and BT Calling Features.

**Back**  
Press to move back to previous menu screen or press and hold to return to standby.

**Calls**  
Access Calls list. Use to scroll down through the menu, directory and Calls list.

**Redial**  
Access last number called. Use to scroll up through the menu, directory and Calls list.

**OK**  
Press to dial a displayed number. Press to confirm a menu selection.

**BT**  
Use to access a range of useful pre-stored numbers and further BT Calling Features.

**Mute**  
Lets you talk to someone in the same room without the person you are calling hearing you. Red LED illuminates when mute is on.

**Handsfree Vol. +/-**  
Use to increase or decrease the handset or loudspeaker volume.

**Handsfree**  
Press to use handsfree mode. Green LED illuminates when handsfree is on.

**Microphone**  
When using handsfree your voice is projected through the base microphone.

**Answer Machine control buttons**

**Del.**  
During playback, press to delete the message being played. After playback, press to delete all messages. Use to delete entered digits/letters.

**Skip**  
Press once to repeat the message or press and hold to skip back to the previous message.

**Skip**  
Press to skip forward to the next message.

**Del. Ans. on off Skip Stop Skip Play**

**Ans. on off**  
Use to switch the answering machine on and off.

**Stop**  
Stop message playback.

**Play**  
Press to play messages. During playback, press to pause a message, press again to resume playback.

## 2 Go!

### Making calls

Lift handset and dial telephone number. To end the call, replace the handset.

#### Mute

Press and release **Mute** during a call to activate mute mode. The red LED on the button will illuminate to indicate mute is on.

Press and release **Mute** again to return to your caller.

#### Handsfree

Press **Handsfree** during a call. Place the handset back on the base. Continue your conversation in handsfree mode. The green LED on the button illuminates when handsfree is on.

To switch back to using the handset at any time during the call, simply lift the handset.

#### Redial

Lift the handset (or press **Handsfree**), then press **Redial**. Scroll **Redial** or **Calls** through the last 10 numbers dialed. Press **OK** to dial the number displayed.

### Directory (up to 100 entries)

#### Storing new directory entries

Press **BT**.

If the directory is empty: **Phonebook Empty** will be displayed briefly and then **Add Entry**, press **OK**.

If there are already entries stored, the first alphabetical entry will be displayed.

Press **Menu** to display **Add New Entry** and press **OK**.

Enter the name for the entry using the keypad then press **OK**.

Enter the telephone number for the entry using the keypad then press **OK**. **Entry Saved** is displayed.

#### Dial a directory entry

Press **BT**, then **Redial** or **Calls** to scroll to the directory entry you want.

Or, to search alphabetically:

Enter the first letter of the name you want e.g. for Emma, press **3** twice to display names beginning with E, then scroll using **Redial** or **Calls** to the name you want.

Press **OK** to dial the displayed entry.

### Caller Display and the calls list

You must subscribe to a Caller Display service for this feature to work. Your network provider may charge you for this service.

#### View and dial from the calls list

Press **Calls**. Calls are listed in order from newest to oldest. **NEW** will be displayed if the call is new (unanswered).

If the caller's details are stored in the directory and an exact match is found, the caller's name will be displayed as well as the number and the date and time the call was received.

Scroll **Redial** or **Calls** through the list.

To dial the displayed number, lift the handset or press **OK** or **Handsfree**.

### Answering machine

Your answering machine is on and ready to record messages. The controls are shown in the base diagram to your left. For detailed instructions of all the answering machine features see the online user guide at [www.bt.com/producthelp](http://www.bt.com/producthelp)

#### Switch the answering machine on/off

Press the **Ans. on off** button to switch between Answer On and Answer Off. The selected setting will be announced.

#### Record your own outgoing message

Press **Menu**. **Answer Machine** will be displayed, press **OK**.

Press **Calls** to scroll to **Outgoing Message** and press **OK**.

Scroll **Calls** to display **Record OGM**, then press and hold down the **OK** button.

After the beep, speak your message clearly into the microphone on the base (located on bottom right of base).

To end recording, release the **OK** button. Your message will be played back to you.

#### Set the answer mode

Press **Menu**. **Answer Machine** will be displayed, press **OK**.

**Answer Mode** will be displayed, press **OK**.

The current mode will be displayed. Use the **Redial** or **Calls** buttons to scroll to the setting you want, either **Answer & Record** or **Answer Only** and press **OK**.

#### Set the answer delay

This sets the number of times your phone will ring before the answer machine picks up the call. The settings are 2-9 rings or Time Saver.

Press **Menu**. **Answer Machine** will be displayed, press **OK**.

Press **Calls** to scroll to **Answer Settings** and press **OK**.

**Answer Delay** will be displayed, press **OK**.

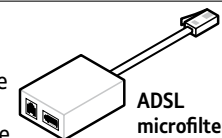
The current setting will be displayed. Use the **Redial** or **Calls** buttons to scroll to the setting you want (2-9 rings or Time Saver) and press **OK** to confirm.

For compatibility with BT 1571 or another voicemail service it is advisable to keep to the default setting of 5 rings or lower.

### Help

Most problems can be fixed with a few simple checks.

Problem	Solution
No dial tone	Only use the cables supplied. Make sure the telephone line cord is plugged in correctly.
No display	Make sure the mains power adaptor is plugged in correctly and the power is switched on at the wall socket.
Using broadband on the same phone line?	Make sure you plug the phone into the wall socket via an ADSL microfilter (not supplied), otherwise you may have problems with this product and your broadband service.



### Find out more

- New Frequently Asked Questions available at [www.bt.com/producthelp](http://www.bt.com/producthelp)
- If you need more detailed instructions, a full user guide is available to download from [www.bt.com/producthelp](http://www.bt.com/producthelp)