

## Spectralink 7622/7642

### Quick Guide



Charge your handset for 5 hours prior to first use for best performance.

**Note:** Remove the green battery protection slip from battery before charging!

#### Turning Handset On/Off

- To turn on the handset, press left softkey.
- To turn off the handset, press left softkey until the question "Turn off?" appears in the display. Confirm with "Yes".

#### Adjusting Speaker Volume/Headset Volume

- While on call press the keys placed at the upper right side of the handset for volume control.

#### Adjusting Ringing Volume

- Press "Menu" to enter main menu.
- Scroll to "Settings" and press "Select".
- Scroll to "Ringing volume" and press "Select".
- Press left or right side of navigation key to adjust the volume.
- Press "Set" to save the setting and then "Back".

#### Changing Ringing Tone

- Press "Menu" to enter main menu.
- Scroll to "Settings" and press "Select".
- Scroll to "Ringing tone" and press "Select".
- Scroll to desired ringing tone and press "Change" to listen to chosen ringer tone.
- Press "Back".

#### Making calls

##### Off Hook Dialling (Dial Directly)

- Press to get dial tone.
- Dial the extension or external number.

##### On Hook Dialling (Pre-Dial)

- Dial the extension or external number.
- Press to dial the number.

##### Speed Dial Calls

- Press and hold a key (0-9) for three seconds, until the call is initiated.

##### Answering and Ending Calls

- To answer or end a call, press .

##### Call List Calls

- Press the left side of navigation key to enter Call list.
- Scroll to the desired name or number and press .

##### Call Missed calls

- Press the right side of navigation key to enter Missed Call list.
- Scroll to the desired name or number and press .

##### Phone Book Calls

- Press the bottom of navigation key to enter phonebook.
- Scroll to the desired name and press to make a call.



- 1 Display
- 2 Volume Control
- 3 Headset Connector
- 4 Left Softkey
- 5 Right Softkey
- 6 On/Off Hook
- 7 Four Way Navigation Key
- 8 Microphone
- 9 Call Transfer
- 10 LED
- 11 Alarm button

### Adding a New Contact to Phone Book

- Press “Menu” to enter main menu.
- Scroll to “Phone Book” and press “Select”.
- Scroll to “Add name/number” and press “Select”.
- Type the name of the contact using the keys 2-9.
- Scroll to number and enter the number of the contact (max 24 digits).
- Press “Save” to store name and number.

If the display shows Memory full, it is necessary to delete one or more contacts from phone book.

### Assigning Speed Dials

- Press “Menu” to enter main menu
- Scroll to “Phone Book” and press “Select”.
- Scroll to “Find Name” and press “Select”.
- Locate the desired name, and press “Details”.
- If more than one number: Scroll to the desired number and press “Select”.
- Scroll to “Add to speed dial” and press “Select”.
- Scroll to the desired position and press “Add name”.
- If position is occupied, press “Yes” to replace existing speed dial.

### Locking/Unlocking Keypad

- Press left softkey followed by “\*” button to lock or unlock the keypad.

### Silent mode On/Off

- Press left softkey, followed by the “#” button to turn the handset silent mode on/off. In silent mode the ringer will be muted and the vibrator activated. Only 7212 has vibrator.

### Exit menus

- Exit menus and return to start screen, press “R” button.

### Speakerphone On/Off (only 7212)

- While on a call, press “Loud on” to enable speakerphone.
- To disable speakerphone, press “Loud off”.

### Microphone Mute On/Off

- While on a call, press “Mic Mute” to turn microphone mute on.
- Press “Mic On” to turn microphone mute off.

### Technical Specifications

#### Speech/Standby Time

7622

Speech time: up to 23 hours (27 hours in economy mode).

Stand-by time: up to 118 hours.

7642

Speech time: up to 22 hours (25 hours in economy mode).








Stand-by time: up to 90 hours.

#### Temperature

Operating temperature: -10 - 55°C/14° - 131°F.

Charging temperature: 0° - 40°C/ 32° - 104°F.

### Handset icons

External incoming calls	
Internal incoming calls	
Missed call	
Battery charging	
Keypad locked	
Microphone muted	
Silent mode	

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## Safety and regulatory Instructions



This Spectralink Handset has been marked with the CE mark. This mark indicates compliance with EEC Directives 2006/95/EC (LV), 2004/108/EC EMC and 2011/65 EC (RoHS II).

A full copy of the Declaration of conformity can be obtained from Spectralink Europe ApS, Bygholm Søpark 21 E Stuen, DK-8700 Horsens.

The WEEE Marking on this equipment indicates that the product must not be disposed of with unsorted waste, but must be collected separately.



Visit [www.spectralink.com](http://www.spectralink.com) for further guidance on battery recycling.

## Important Safety Instructions

Before using your telephone equipment, you should always follow basic safety instruction to reduce the risk of fire, electrical shock and injury to persons, and damage to property.

1. Read and understand all instructions.
2. Follow all warnings and instructions including those marked on the product.
3. Unplug this product before cleaning. Do not use liquid cleaners or aerosol cleaners. Use damp cloth for cleaning.
4. Do not install the telephone equipment in the bathroom or near a wash bowl, kitchen sink, or laundry tub, in a wet basement, or near a swimming pool.
5. Slots or openings in the equipment are provided for ventilation to protect it from over-heating. These openings must not be blocked or covered.
6. The product should be operated only from the type of power source indicated on the instructions. If you are not sure of the type of power supply, consult your dealer or local power company.
7. Do not overload wall outlets and extension cords as this can result in fire or electrical shock.
8. Never push objects of any kind into this product through cabinet slots as they may touch dangerous voltage points or short out parts that could result in fire, electrical shock, or injury. Never spill liquid of any kind into this product.
9. To reduce the risk of electrical shock or burns, do not disassemble this product. Opening or removing covers may expose you to dangerous voltages, dangerous electrical current, or other risks. Incorrect reassemble can cause electrical shock when the appliance is subsequently used. If the product need repair, consult your dealer.
10. Refer servicing to qualified service personnel.
11. Avoid using telephone during an electrical storm. There may be a risk of electrical shock from lightning.
12. Do not use the telephone to report a gas leak in the vicinity of the leak.
13. The charger must be placed on a hard, flat surface and connected to a functional power source depending on the country of use.
14. Do not place the base near microwave ovens, radio equipment, or non-ground connected televisions. These appliances may cause electrical interference to the base or handset.
15. This telephone will not operate in the event of a blackout. Please keep a backup phone for emergencies.
16. Installation must be performed in accordance with all relevant national wiring rules.
17. Plug acts as Disconnect Device - The socket outlet to which this apparatus is connected must be installed near the equipment and must always be readily accessible.
18. This device and its antenna must not be co-located or operating in conjunction with any other antenna or transmitter.
19. Warning - The earpiece/mouthpiece region on the handset can attract and retain small metallic objects.

## Intrinsic safety

Do not use the handset in conditions where there is a danger of electrically ignited explosions.

## Exposure to sunlight, heat and moisture

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

## Spare parts and accessories

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

## Power failure

In the event of a power failure or flat battery, you cannot use the handset to make or receive calls.

## Battery Precautions

1. Periodically clean the charge contacts on both the charger and handset.
2. Exercise care in handling batteries in order not to short the batteries with conducting materials such as rings, bracelets, and keys. The batteries or conducting material may overheat and cause burns or fire.
3. Do not open or mutilate the batteries. Released electrolyte is corrosive and may cause damage to the eyes or skin. The electrolyte may be toxic if swallowed.
4. During charging batteries heat up. This is normal and not dangerous.
5. Lithium cell installation Caution - Danger of Explosion if Battery is incorrectly replaced. Replace only with the same or equivalent type recommended by the manufacturer. Dispose of used batteries according to the manufacturer's instructions.

## Notices

Before installing this equipment, users should ensure that it is permissible to be connected to the facilities of the local telecommunications company. The equipment must also be installed using an acceptable method of connection. The customer should be aware that compliance with the above conditions may not prevent degradation of service in some situations.

Repairs to certified equipment should be coordinated by a representative designated by the supplier. Any repairs or alterations made by the user to this equipment, or equipment malfunctions, may give the telecommunications company cause to request the user to disconnect the equipment.

Users should ensure for their own protection that the electrical ground connections of the power utility, telephone lines and internal metallic water pipe system, if present, are connected together. This precaution may be particularly important in rural areas.

## EMC Cautions

Users should not attempt to make such connections themselves, but should contact the appropriate electric inspection authority, or electrician, as appropriate.

If your telephone equipment causes harm to the telephone network, the telephone company may ask you to disconnect the system from the line until the problem has been corrected or they may discontinue your service temporarily. If possible, they will notify you in advance. But if advance notice is not practical, you should be notified as soon as possible. You will be informed of your right to file a complaint with the FCC.

Your telephone company may make changes in its facilities, equipment, operations, or procedures that could affect the proper functioning of your telephone system. If they do and it is possible, you will be notified in advance to give you an opportunity to maintain uninterrupted telephone service. If you experience trouble with this telephone system, disconnect it from the network until the problem has been corrected or until you are sure that the equipment is not malfunctioning.

**Note:** This equipment has been tested and found to comply with the limits for a class B digital device, pursuant to local regulations. These limits are designed to provide reasonable protection against harmful interference in a residential installation.

This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

## FCC Note

This device complies with part 15 of the FCC rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Modifications not expressly approved by this company could void the user's authority to operate the equipment.

FCC ID:  
Spectralink 7622: PXA-K023B  
Spectralink 7642: PXA-K023A

## SAR

These devices have been tested for SAR compliance.  
Spectralink 7622: 0.055 W/kg.  
Spectralink 7642: 0.229 W/kg.

## IC Note

Operation is subject to the following two conditions: (1) This device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device.  
The Term "IC": before the certification/ registration number only signifies that the Industry Canada technical specifications were met.  
Privacy of communications may not be ensured when using this telephone.  
The Class [B] digital apparatus complies with Canadian ICES-003.  
Spectralink 7622: 4604A-K023B.  
Spectralink 7642: 4604A-K023A.

## Power Outage

In the event of a power outage, your wireless telephone will not operate. The wireless telephone requires electricity for operation. You should have a telephone which does not require electricity available for use during power outages.

## Information to user

The users manual or instruction manual for an intentional or unintentional radiator shall caution the user that changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.