Quick start guide
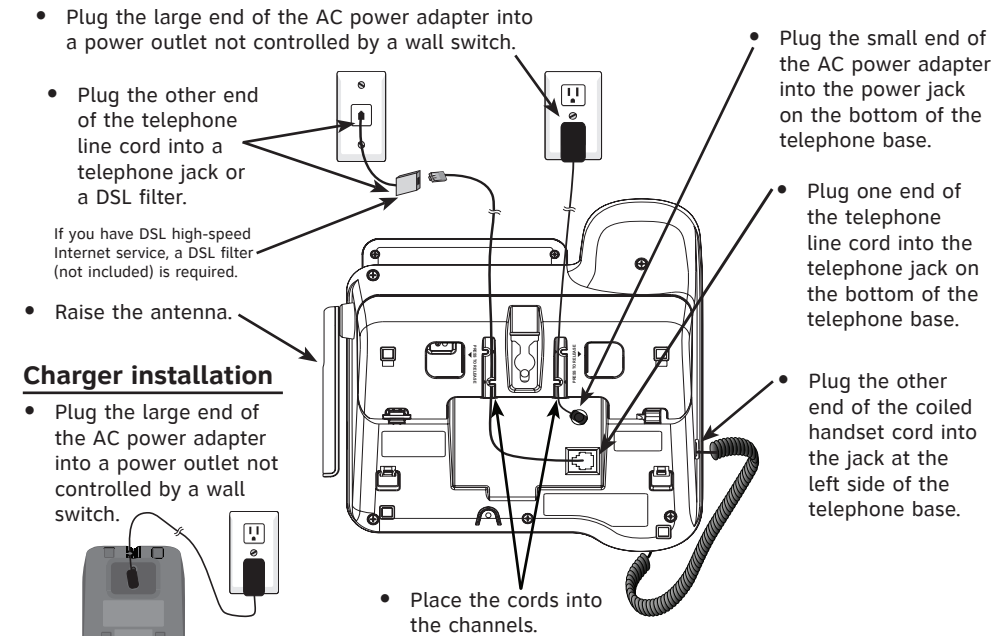CL84100/CL84200/CL84250/CL84300/CL84350

This quick start guide provides you with basic instructions only. For more detailed instructions, refer to your Abridged user's manual provided in the package, or see the online Complete user's manual at www.telephones.att.com/manuals.
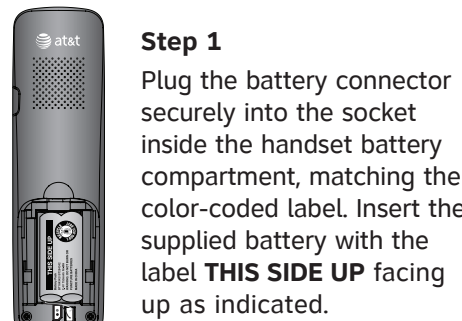
Telephone base installation

- Plug the large end of the AC power adapter into a power outlet not controlled by a wall switch.
- Plug the other end of the telephone line cord into a telephone jack or a DSL filter.

If you have DSL high-speed Internet service, a DSL filter (not included) is required.

- Raise the antenna.

- Plug the small end of the AC power adapter into the power jack on the bottom of the telephone base.
- Plug one end of the telephone line cord into the telephone jack on the bottom of the telephone base.
- Plug the other end of the coiled handset cord into the jack at the left side of the telephone base.

Charger installation

- Plug the large end of the AC power adapter into a power outlet not controlled by a wall switch.

- Place the cords into the channels.

⚠ **Caution:** Use only the power adapter provided with this product. To obtain a replacement, visit our website at **www.telephones.att.com** or call **1 (800) 222-3111**. In Canada, dial **1 (866) 288-4268**.

Battery installation
Install the battery as shown below. Charge your handset(s) before initial use. The battery is fully charged after 16 hours of continuous charging.

Step 1
Plug the battery connector securely into the socket inside the handset battery compartment, matching the color-coded label. Insert the supplied battery with the label **THIS SIDE UP** facing up as indicated.

Step 2
Align the cover flat against the battery compartment, then slide it upwards until it clicks into place.
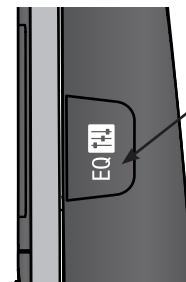
CHARGE light

Step 3
Charge a cordless handset by placing it face forward in the charger. The **CHARGE** light on the top of the handset is on during charging.

⚠ Use only the supplied rechargeable battery or replacement battery (model BT166342).

Quick reference guide - handset

CHARGE indicator
- On when the handset is charging.

Handset

▼CID/-VOLUME
- Press ▼CID to show caller ID history when the handset is not in use.
- Press to scroll down while in menus.
- While entering names or numbers, press to move the cursor to the left.
- Press to decrease the listening volume when on a call, or to decrease the message playback volume.

☎PHONE/FLASH
- Press to make or answer a call.
- During a call, press to answer an incoming call when you receive a call waiting alert.

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- While reviewing a caller ID log entry, press repeatedly to add or remove 1 in front of the telephone number before dialing or saving it in the directory.

TONE ✱
- Press to switch to tone dialing temporarily during a call if you have pulse dialing.

◄»/SPEAKER
- Press to switch between the speakerphone and the handset.

MUTE/DELETE
- During a call, press to mute the microphone.
- While reviewing the caller ID history, the directory or the redial memory, press to delete an individual entry.
- While predialing, press to delete digits.

MENU/SELECT
- When the handset is not in use, press to show the menu.
- While in the menu, press to select an item or save an entry or setting.

▲DIR/VOLUME+
- Press ▲DIR to show directory entries when the handset is not in use.
- Press to scroll up while in menus.
- While entering names or numbers, press to move the cursor to the right.
- Press to increase the listening volume when on a call, or to increase the message playback volume.

✏OFF/CLEAR
- During a call, press to hang up.
- While in a menu, press to cancel an operation, back up to the previous menu, or exit the menu display.
- Press and hold while the telephone is not in use to erase the missed call indicator.

 # (pound key)
- Press repeatedly to display other dialing options when reviewing a caller ID log entry.

INT
- Press to begin an intercom conversation or to transfer a call.

REDIAL/PAUSE
- Press repeatedly to view the last 20 numbers dialed.
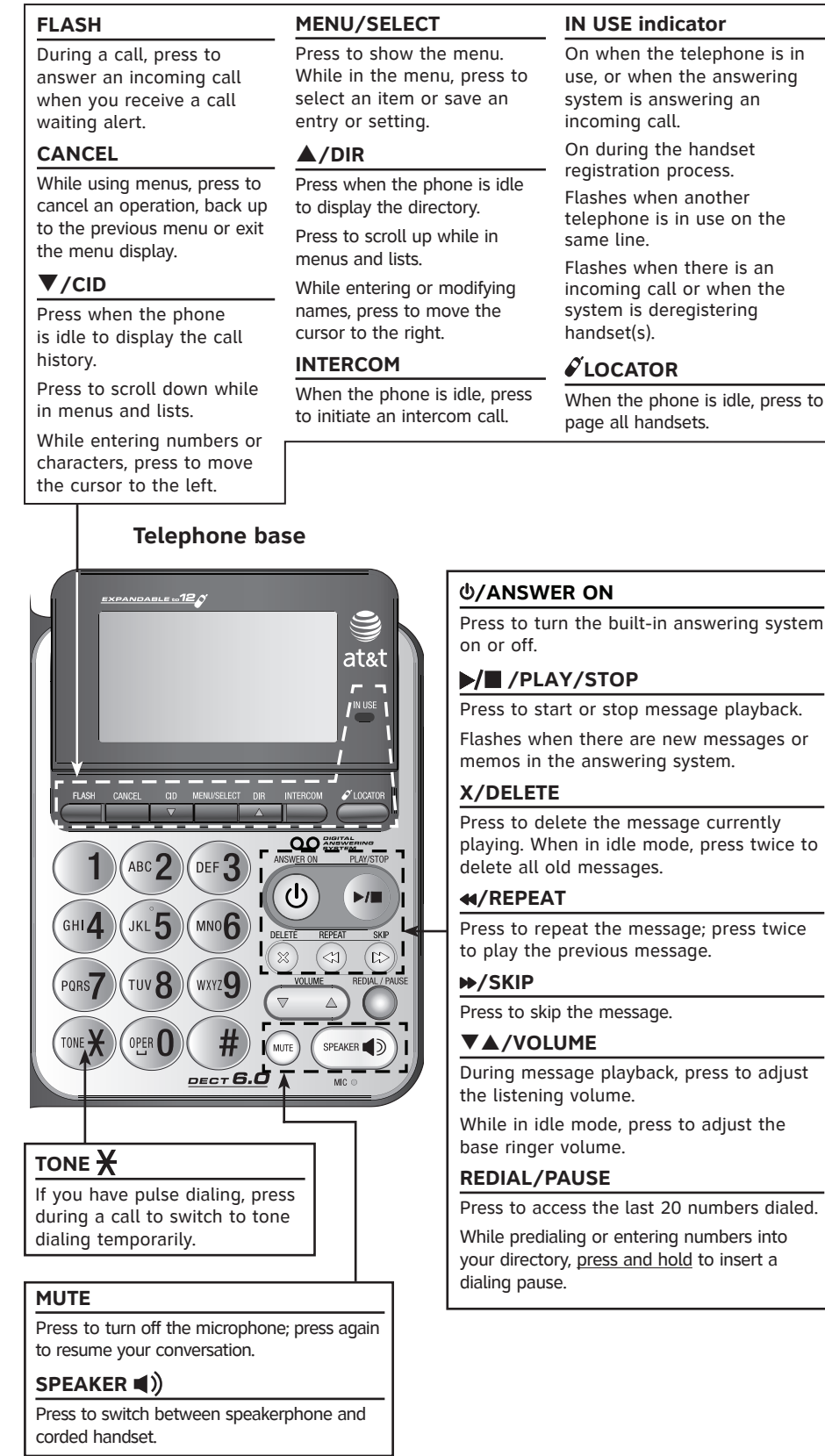- While entering numbers, press and hold to insert a dialing pause.

Handset side view

♬EQ
- During an outside call, intercom call, message or announcement playback, press to change the audio quality to best suit your hearing.

Quick reference guide - telephone base

FLASH
During a call, press to answer an incoming call when you receive a call waiting alert.

CANCEL
While using menus, press to cancel an operation, back up to the previous menu or exit the menu display.

▼/CID
Press when the phone is idle to display the call history.
Press to scroll down while in menus and lists.
While entering numbers or characters, press to move the cursor to the left.

MENU/SELECT
Press to show the menu. While in the menu, press to select an item or save an entry or setting.

▲/DIR
Press when the phone is idle to display the directory.
Press to scroll up while in menus and lists.
While entering or modifying names, press to move the cursor to the right.

INTERCOM
When the phone is idle, press to initiate an intercom call.

IN USE indicator
On when the telephone is in use, or when the answering system is answering an incoming call.
On during the handset registration process.
Flashes when another telephone is in use on the same line.
Flashes when there is an incoming call or when the system is deregistering handset(s).

✏LOCATOR
When the phone is idle, press to page all handsets.

Telephone base

TONE ✱
If you have pulse dialing, press during a call to switch to tone dialing temporarily.

MUTE
Press to turn off the microphone; press again to resume your conversation.

SPEAKER ◄»
Press to switch between speakerphone and corded handset.

⏻/ANSWER ON
Press to turn the built-in answering system on or off.

►/■ /PLAY/STOP
Press to start or stop message playback.
Flashes when there are new messages or memos in the answering system.

X/DELETE
Press to delete the message currently playing. When in idle mode, press twice to delete all old messages.

◄◄/REPEAT
Press to repeat the message; press twice to play the previous message.

►►/SKIP
Press to skip the message.

▼▲/VOLUME
During message playback, press to adjust the listening volume.
While in idle mode, press to adjust the base ringer volume.

REDIAL/PAUSE
Press to access the last 20 numbers dialed.
While predialing or entering numbers into your directory, press and hold to insert a dialing pause.

Initial settings
We recommend you program your telephone system before use.
The following are a few examples of common features to set before using the telephone. Refer to the **Handset and telephone base settings** and **Answering system settings** in the Abridged user's manual or the online Complete user's manual for detailed instructions on setting all telephone features.

Set date/time
Set the date/time before using the answering system.
Using a cordless handset or the telephone base:
1. **MENU** -> ▼ or ▲ -> **Settings** -> **SELECT**.
2. ▼ or ▲ -> **Set date/time** -> **SELECT**.
3. ▼ or ▲ -> **Date & time** -> **SELECT**.
4. Enter the month, day and year using the dialing keys -> **SELECT**.
5. Enter the hour and minute using the dialing keys.
6. ▼ or ▲ to choose **AM** or **PM** -> **SELECT**.

Record your own announcement
Your outgoing announcement plays when calls are answered by the answering system. You can use the preset announcement to answer calls, or replace it with your own recorded announcement.
Using a cordless handset or the telephone base:
1. **MENU** -> ▼ or ▲ -> **Answering sys** -> **SELECT**.
2. **SELECT** to select **Announcement**.
3. Press **7**. After the tone, speak towards the handset or telephone base to record your announcement.
4. Press **5** to end recording.

Number of rings
You can set the answering system to answer an incoming call after two, four, or six rings, or toll saver. If you choose toll saver, the answering system answers a call after two rings if you have new messages, or after four rings when there are no new messages.
If you want the built-in answering system instead of the voicemail to answer a call, you should set the answering system to answer a call at least two rings before the voicemail is set to answer. Contact your telephone service provider for information on your voicemail settings.
Using a cordless handset or the telephone base:
1. **MENU** -> ▼ or ▲ -> **Answering sys** -> **SELECT**.
2. ▼ or ▲ -> **Ans sys setup** -> **SELECT**.
3. ▼ or ▲ -> **# of rings** -> **SELECT**.
4. ▼ or ▲ -> Choose among **2, 4, 6** or **Toll Saver** -> **SELECT**.

Ringer volume
You can set the ringer volume level to one of the six levels or turn the ringer off.
Using a cordless handset or the telephone base:
1. **MENU** -> ▼ or ▲ -> **Ringers** -> **SELECT**.
2. **SELECT** to select **Ringer volume**.
3. ▼ or ▲ to choose the desired level -> **SELECT**.

Language
If you want to change the display language, or you have accidentally changed the language and want to switch it back to English, follow the below steps.
Using a cordless handset or the telephone base:
1. **MENU** -> ▼ 5 times -> **SELECT** twice.
2. ▼ or ▲ to choose the desired language, or choose **English** if you want to change the display language to English -> **SELECT**.

Telephone operation

Operation	Steps
Making a call	**Using a cordless handset:** Press **📞PHONE** or **🔊/SPEAKER** -> Enter the telephone number. **Using the telephone base:** Press **SPEAKER 🔊** or lift the corded handset -> Enter the telephone number.
On-hook dialing (predialing)	**Using a cordless handset:** Enter the telephone number -> Press **📞PHONE** or **🔊/SPEAKER** to call. **Using the telephone base:** Enter the telephone number -> Lift the corded handset or press **SPEAKER 🔊**.
Answering a call	**Using a cordless handset:** Press **📞PHONE** or **🔊/SPEAKER**, or press any dialing key (**0-9**, **TONE ✳** or **#**). **Using the telephone base:** Lift the corded handset, press **SPEAKER 🔊**, or press any dialing keys (**0-9**, **TONE ✳** or **#**).
Ending a call	**Using a cordless handset:** Press **📵OFF** or return the handset to the charger. **Using the telephone base:** Hang up the corded handset or press **SPEAKER 🔊**.
Handset speakerphone	**Using a cordless handset:** During a call, press **🔊/SPEAKER** to switch between handsfree speakerphone and normal cordless handset use. **Using the telephone base:** During a call, press **SPEAKER 🔊** to switch between handsfree speakerphone and normal corded handset use.
Redial	**Using a cordless handset:** Press **REDIAL** repeatedly to select the desired entry -> **📞PHONE** or **🔊/SPEAKER** to call. **Using the telephone base:** Press **REDIAL** repeatedly to select the desired entry -> **SPEAKER 🔊** or lift the corded handset to call.
Volume control	**Using a cordless handset:** Press **-VOLUME** to decrease or press **VOLUME+** to increase the listening volume during a call. **Using the telephone base:** Press **▼VOLUME** to decrease or press **VOLUME▲** to increase the listening volume during a call.
Call waiting (Requires subscription from telephone service provider)	Press **📞FLASH** on the handset or **FLASH** on the telephone base to put the current call on hold and take the new call; press again to switch back and forth between calls.

Caller ID

This product supports caller ID services offered by most telephone service providers. The telephone stores caller ID information of the last 50 incoming calls in the telephone base. This information is common to all devices.

Missed call indicator

When a handset or the telephone base is in idle mode and has new or missed calls, its screen shows **XX Missed calls**.

You can erase the missed call indicator either by reviewing the call log one by one, or by pressing and holding **📵CLEAR** on the handset or **CANCEL** on the telephone base in idle mode.

Review and dial a number in the call log

1. **CID** in idle mode -> **▼** or **▲** to scroll through the list.
2. While desired entry is displayed, press **📞PHONE** or **🔊/SPEAKER** on the cordless handset, **SPEAKER 🔊** on the telephone base, or lift the corded handset to call.

Directory

The directory can store up to 50 entries, which are shared by all system devices.

Operation	Steps
Adding an entry	1. **MENU**. 2. **▼** or **▲** -> **Directory** -> **SELECT**. 3. **▼** or **▲** -> **Add contact** -> **SELECT**. 4. Enter a telephone number up to 30 digits -> **SELECT**. 5. Enter a name up to 15 characters -> **SELECT**.
Searching/dialing an entry	1. **DIR** in idle mode. 2. Press **▼** or **▲** to browse through the directory, or press the dialing keys (**0-9**) to start a name search. 3. Press **📞PHONE** or **🔊/SPEAKER** on a cordless handset to call. **-OR-** Lift the corded handset or press **SPEAKER 🔊** on the telephone base to call.

Answering system

About answering system and voicemail

Your telephone has separate indicators for two different types of voice messages: those left on the built-in answering system and those left at your telephone service provider's voicemail. To listen to messages recorded on the built-in answering system, refer to the **Message playback** section on the next page; to listen to voicemail, contact your telephone service provider for more information.

Turn answering system on/off

The answering system must be turned on to answer calls and record messages.

Using a cordless handset:
1. **MENU**.
2. **▼** or **▲** --> **Answering sys** --> **SELECT**.
3. **▼** or **▲** --> **Answer ON/OFF** --> **SELECT**.
4. **▼** or **▲** --> **On** or **Off** --> **SELECT**.

When the answering system is on, the handset shows **ANS ON**.

Using the telephone base:
- Press **⏻/ANSWER ON** to turn the answering system on or off. If the answering system is turned on, it announces, *"Calls will be answered."* If the answering system is turned off, it announces, *"Calls will not be answered."*

Message alert tone

When this feature is on, and there is at least one new message, the telephone base beeps every 10 seconds.

Using a cordless handset or the telephone base:
1. **MENU** -> **▼** or **▲** -> **Answering sys** -> **SELECT**.
2. **▼** or **▲** -> **Ans sys setup** -> **SELECT**.
3. **▼** or **▲** -> **Msg alert tone** -> **SELECT**.
4. **▼** or **▲** -> **On** or **Off** -> **SELECT**.

Call screening

Use this feature to choose whether incoming messages can be heard over the telephone base when they are being recorded. If you turn call screening on, you hear the incoming message. While monitoring an incoming message, you can answer the call by pressing **📞PHONE** or **🔊/SPEAKER** on a cordless handset, lifting the corded handset or pressing **SPEAKER 🔊** on the telephone base.

Using a cordless handset or the telephone base:
1. **MENU** -> **▼** or **▲** -> **Answering sys** -> **SELECT**.
2. **▼** or **▲** -> **Ans sys setup** -> **SELECT**.
3. **SELECT** to select **Call screening**.
4. **▼** or **▲** -> choose **On** or **Off** -> **SELECT**.

Answering system (continued)

Message playback

Using the telephone base:
Press **▶/■/PLAY** when the telephone base is in idle mode. If there are only new or only old messages, they are played automatically. If there are both old and new messages, press **▼** or **▲** --> **Play new msgs** or **Play old msgs** --> **SELECT**.

Using a cordless handset:
Press **MENU** twice when the handset is in idle mode. If there are only new or only old messages, they are played automatically. If there are both old and new messages, press **▼** or **▲** --> **Play new msgs** or **Play old msgs** --> **SELECT**.

Options during playback

Feature	On the telephone base	On a handset
Adjust playback volume	Press **▼▲/VOLUME**	Press **-VOLUME** or **VOLUME+**
Stop playback	Press **▶/■/STOP**	Press **5**
Skip to the next message	Press **▶▶/SKIP**	Press **6**
Repeat the message	Press **◀◀/REPEAT**	Press **4**
Play the previous message	Press **◀◀/REPEAT** twice	Press **4** twice
Delete the message	Press **X/DELETE**	Press **3** or **DELETE**

For more detailed instructions, please refer to the Abridged user's manual provided in your package, or for a full set of installation and operation instructions, refer to the online **CL84100/CL84200/CL84250/CL84300/CL84350 DECT 6.0 corded/cordless telephone/answering system with caller ID/call waiting** Complete user's manual at **www.telephones.att.com/manuals**.

For customer service or product information, visit our website at **www.telephones.att.com** or call **1 (800) 222-3111**. In Canada, dial **1 (866) 288-4268**.