

TELEPHONE FEATURES

SPEAKERPHONE (ITE-12S AND 30S)

The ITE-12S and 30S contain an integrated two-way speakerphone. There are two buttons and lamps, labeled **MUTE** and **SPKR**. The buttons control the speakerphone. The **MUTE** button can be pressed whenever the speaker is in use. When the lamp is ON, the telephone does not transmit sound. When the **MUTE** light is OFF (normal case), the speaker phone both transmits and receives sound.

To place a speaker call without the handset:

- 1** The telephone should be idle; do not lift the handset.
- 2** Press **SPKR**.
- 3** You should hear the dial tone.
- 4** The **SPKR** lamp should be ON.
- 5** Dial the phone number.

To activate the speaker by using the handset:

- 1** Place or answer a call using the handset.
- 2** Press **SPKR**.
- 3** The **SPKR** lamp should be ON.
- 4** Hang up.
- 5** The speaker should be activated.

To return control to the handset:

- 1** Lift the handset.
- 2** The **SPKR** lamp should be OFF.

To terminate a speaker call:

- 1** Press **SPKR**.
- 2** The **SPKR** lamp should be OFF.
- 3** The call should be terminated.

The MUTE button acts as a toggle switch, alternately *muting* speaker calls (the MUTE lamp is ON and the caller cannot hear you) and *unmuting* them (the MUTE lamp is OFF).

To mute/unmute speaker calls:

- 1** Do not lift the handset.
- 2** Press **MUTE**.
- 3** The **MUTE** lamp should be ON/OFF.