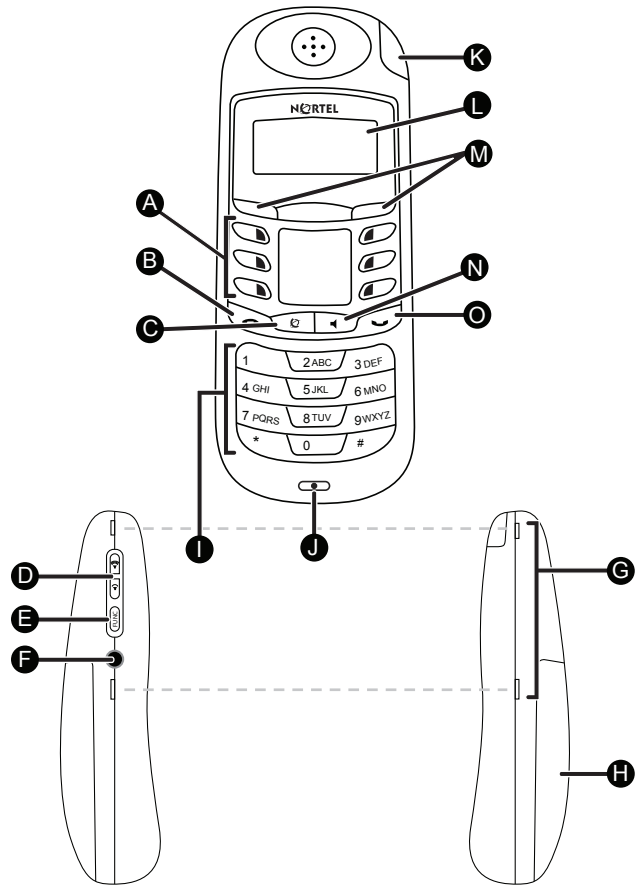
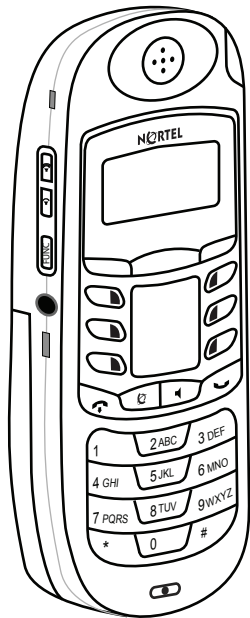




# T7406E Cordless Handset Quick Reference Card



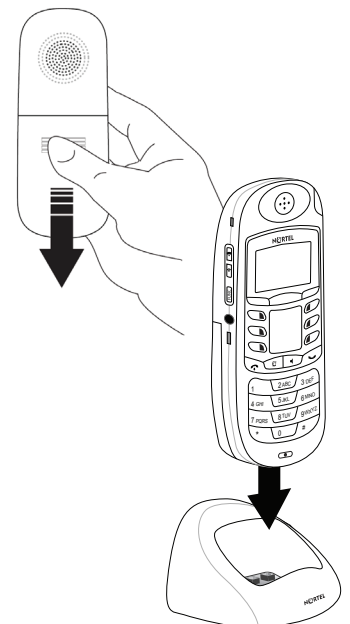
## Your T7406E cordless telephone

- A Indicator keys**  
Program these keys with features for quick access to frequently used features.
- B Release key**  
Cancels an active call.
- C Feature keys**  
Starts or cancels a feature.
- D Volume controls**
- E Function button**  
Use to access programming mode and to mute a call.
- F Headset port**
- G Belt clip notch**
- H Battery pack**
- I Key pad**
- J Microphone**
- K Indicator light**  
Flashes to indicate that a call is on hold.
- L Display**  
Shows call information, handset status icons (battery status), and guides you through features and options menus.
- M Softkeys**  
The labels for softkeys appear in the third line of the display. Softkey functions change with each menu, option, or feature.
- N Handsfree/speakerphone**
- O Hold**  
Places a call on hold.

## Installing and Charging the battery pack for the first time

**Note:** You must charge the battery pack fully before you use your T7406E handset for the first time. It is recommended that for the first two charging cycles you completely drain the charge on the battery before you place the handset back on the charger stand.

1. Plug the charging cradle into the power source using the AC power cord.
2. Use your thumb to slide the battery compartment cover down and off the back of the handset.
3. Position the battery pack in the bottom position inside the battery compartment.
4. Firmly press the top of the battery pack into place.
5. Replace the battery compartment cover.
6. Place the handset in the cradle to charge the battery.
7. Allow the battery pack to charge for a minimum of three hours.



## Telephone set up

### Setting the ring type

1. Press the **Func** key.
2. Scroll to the Ring Type menu.
3. Press **Select**.
4. Scroll to one of the eight ring types.
5. Press **Select**.

### Using the volume control

1. Use the volume buttons located on the left-hand side of the handset to raise or lower the hearing volume of the handset.

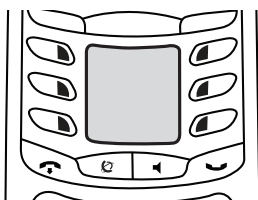
## Indicator keys

You can program indicator keys to be line or memory keys. Indicator keys can store internal or external numbers, or features, to give you one-touch dialing or feature activation.

## Indicator keys label

Write the indicator keys assignments on the handset card for easy reference of programmed keys. Refer to the device configuration guide for your system for procedures on how to use the Desktop Pro Assistant application for creating key pad labels.

1. Remove the plastic protector and paper card from the handset.
2. Write the key assignment beside each key.
3. Replace the card and protector back on the handset.



## Programming indicator keys

You can program an indicator key with an internal or external number, or a feature code.

### Programming external autodial

1. Press the Feature key.
2. Enter **\*1** using the telephone key pad.
3. Press an indicator key.
4. Dial the external number.
5. Select **OK** to store the number.

### Programming internal autodial

1. Press the Feature key.
2. Enter **\*2** using the telephone key pad.
3. Press an indicator key.
4. Dial the internal extension.
5. Select **OK** to store the number.

### Programming a feature

1. Press the Feature key.
2. Enter **\*3** using the key pad.
3. Press an indicator key.
4. Select Feature.
5. Enter the feature code.
6. Select **OK** to store the feature code.

### Erasing a programmed indicator keys

1. Press the Feature key.
2. Enter **\*1** using the key pad.
3. Press an indicator key.
4. Select **OK** to erase the indicator key.

## Making and answering calls

There are many ways to place or answer a call depending on how you program the indicator keys and the type of call you want to make.

### Making a call using a line key

1. Pick up the handset.
2. Press an indicator key that is programmed as a line key.
3. Use the key pad to dial the external number or the internal extension.

### Making a call using the handsfree/speakerphone key

1. Pick up the handset.
2. Press the Handsfree/Speakerphone key.
3. Use the key pad to dial the external number or the internal extension.

### Answering a call

1. Lift the handset.
2. Press an indicator key that is programmed as a line key or press the **Func** key.
3. To end a call, press the Release key.

### Answering a call using the handsfree/speakerphone key

1. Lift the handset.
2. Press the Handsfree/Speakerphone key.
3. To end a call, press the Release key.

### Putting a call on hold

1. While a call is active, press the Hold key.
2. To return to the call, press the flashing indicator key to take the call off hold.

## Making and answering calls (continued)

### Using handsfree/speakerphone

1. Press a line key to make or answer a call.
2. To switch the call to handsfree during an active call, press the Handsfree/ Speakerphone key.
3. To return the call to handset mode during a call, press the Handsfree/Speakerphone key again.

### Using a headset

1. Press a line key to make or answer a call.
2. To switch the call to the headset during a call while using the handset, plug the headset into the headset jack.
3. To return the call to handset mode during a call, unplug the headset.

## Handset asleep mode

When the handset is idle for one minute, the Sleeping ... message appears on the LCD

## Accessories

You can attach a belt clip to the handset by gently snapping the belt clip into the notches on either side of the handset.

Refer to *T7406E Cordless Handset User Guide* (NN40110-110) at [www.nortel.com](http://www.nortel.com) for more detailed instructions on how to use the handset features.