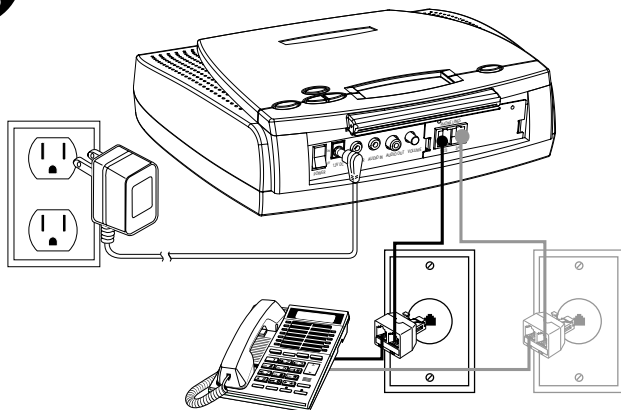


Quick Connect Guide

1
step

Connect to Analog Phone Lines



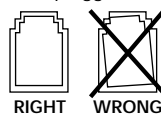
- 1 Plug the supplied "T adapter" into any modular phone jack which services line 1 and 2.
(This will allow you to share the phone jack with any phone extension which you have plugged into the wall jack.)
- 2 Plug the provided phone cord into the jack marked "Line 1/2/3" on the back of the player.
- 3 Plug the other end of the phone cord into the "T" adapter which is servicing line 1 and 2.
REPEAT ABOVE IF LINE 3 and/or 4 ARE PRESENT.

NOTE: One unit will provide on-hold audio capability to all phone extensions in your office.

IMPORTANT! Set volume control at half-way point. Excessive volume will cause the on-hold audio to shut off during playback.

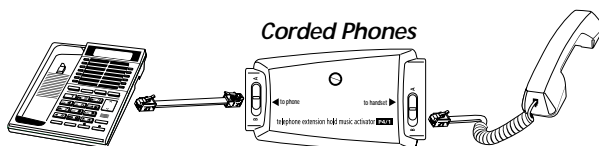
IMPORTANT!

TEHMA will not function if the handset cord is not plugged in straight



2
step

Connect TEHMA to Phones



Corded Phones

- 1 Remove coiled handset cord from base of phone.
- 2 Plug short phone cord (supplied) into the "hold music activator" (side marked "to phone") and other end to phone base. **IMPORTANT:** both switches on the activator should be in position "A".
- 3 Plug end of coiled cord (connected to handset) into jack on the hold music activator (side marked "to handset").



Cordless Phones

- 1 Using the "cordless phone adapter cable," plug the end of the cable with the phone connector into the jack on the hold music activator marked "to phone". **NOTE:** switch should be in the "A" position.
- 2 Connect the headphone jack side of the cable to the cordless phone's headset jack.
- 3 Connect headset to jack marked "to handset"

3
step

System Test

- 1 From any phone in the office with a "hold music activator" attached, dial the phone number of another phone (2nd phone in office or outside line).
- 2 From office phone, place the call on-hold using the **HOLD** button on the telephone.
- 3 Return to call and confirm that the on-hold audio was present on the line while on-hold. **NOTE:** If no on-hold audio is heard on the phone, change "A/B" switch position on the hold music activator and repeat test as detailed above.
- 4 Using the volume control on the rear of the player, adjust the volume to proper level. **NOTE:** Excessive volume will cause the on-hold audio to shut off during playback.

Deactivating hold music manually

If for any reason the hold music is activated inadvertently, it can be deactivated by pressing any key on your phone's dial pad.

Activating hold without a TEHMA

Most phones without activators are able to engage the hold music feature by pressing the * * (star key twice) on the telephone keypad and then immediately pressing the **HOLD** button on the phone.