



# **SPEAK2** 75

Technology for life's new rhythm

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Made in China  
MODEL: PHS060W



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**Declaration of Conformity** can be found on  
[www.jabra.com/doc](http://www.jabra.com/doc)

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# 1. Welcome

Thank you for using the Jabra Speak2 75. We hope you will enjoy it!

Here are some key features you will benefit from the Jabra Speak2 75:

- Super-wideband audio\* and a full-range 65mm speaker
- Advanced full duplex audio powers natural conversations
- Four beamforming noise cancelling microphones
- Microphone Quality Indicator\*\* so you know you are being heard
- Voice Level Normalization equalizes all voices
- Certified for leading virtual meeting platform

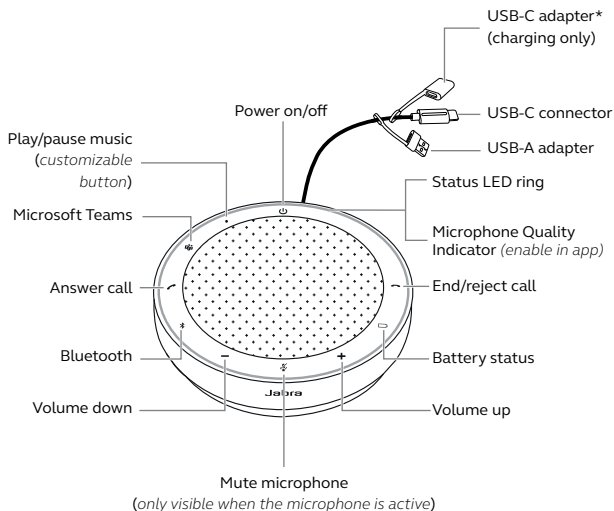
\* Super-wideband audio experience requires UC client support, and device support.

\*\* Initial activation is required via the Jabra Sound+ or Jabra Direct apps

## 2. Overview

### 2.1 Microsoft Teams version

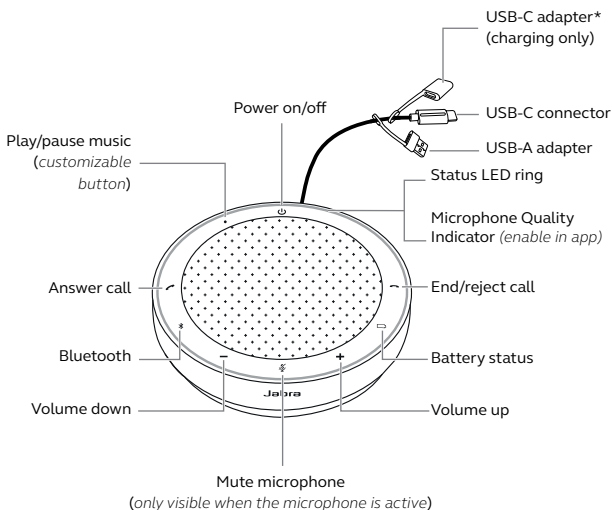
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\* The USB-C adapter has been added to comply with EU regulations. This adapter allows increasing the cable length to charge the Jabra Speak 2 75.

## 2.2 UC version

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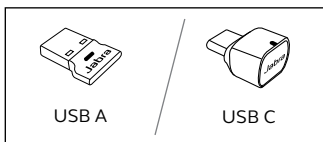
\* The USB-C adapter has been added to comply with EU regulations. This adapter allows increasing the cable length to charge the Jabra Speak 2 75.

## 2.3 Included accessories

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Carry pouch



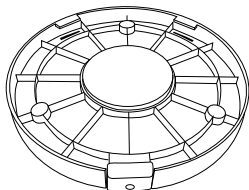
Jabra Link Bluetooth adapter

*Depending on the Speak2 75 version, the Jabra Link Bluetooth adapter may not be included. It can be purchased at [Jabra.com/accessories](https://www.jabra.com/accessories)*

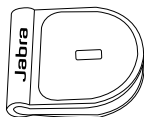
## 2.4 Optional accessories

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Optional accessories are available at [jabra.com/accessories](https://www.jabra.com/accessories)



Jabra Speak2 75  
Secure Mount



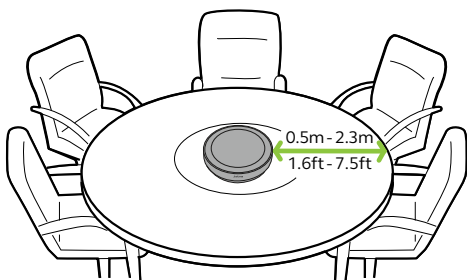
Jabra Kensington  
Lock Adaptor

## 3. Position guide

### 3.1 Small meeting room

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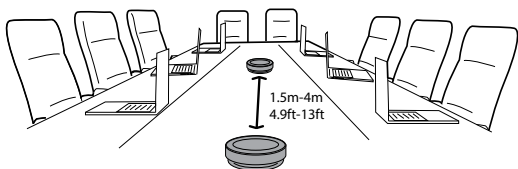
For the optimal audio quality, position the speakerphone in the center of the table, up to 2.3m/7.5ft from each participant, but no closer than 0.5m/1.6ft.



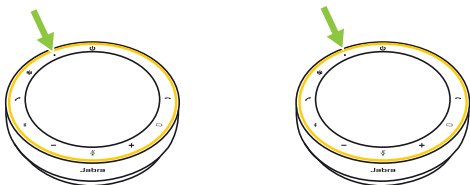
## 3.2 Medium meeting room

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For meetings of up to 16 people in a single room (8.5 x 4.5m/27.8 x 14.7ft max.), position two Jabra Speak2 75 devices up to 4m/13ft apart, but no closer than 1.5m/4.9ft. For the optimal audio quality, position the speakerphones at either end of the table, up to 2.3m/7.5ft from each participant, but no closer than 0.5m/1.6ft.



To link the audio between two Jabra Speak2 75 devices, power on the speakerphones and place them close to each other (50cm/20in). Tap the **Smart** button on each speakerphone to link them.

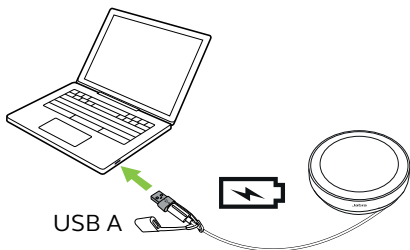
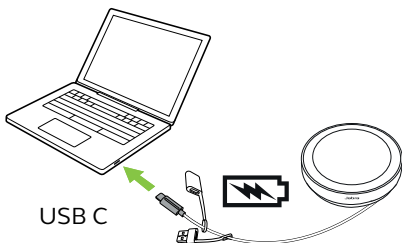


# 4. How to charge

## 4.1 USB charging

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Plug the speakerphone into a USB power source using the attached USB cable. Depending on the power output of the port, faster charging is available when using USB C. The battery lasts for up to 32 hours of wireless use.



To increase the cable length to charge the speakerphone, connect the USB-C adapter to the attached USB cable of the Jabra Speak2 75. Connect an additional USB cable and plug it into a power supply.

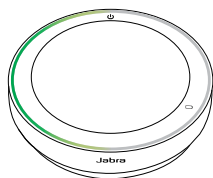
## 4.2 Battery status

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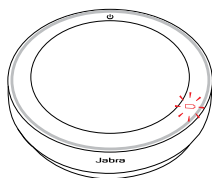
To view the current battery status, tap the **Battery** button. The LED ring will flash to indicate the status.

When the battery status is critically low, the **Battery** button will flash red and the maximum volume will be limited.

**Medium battery**



**Critically low battery**



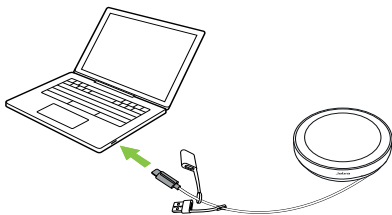
## 5. How to connect

It is recommended to connect to a computer using the integrated USB cable or Jabra Link Bluetooth adapter since these connections are certified and ensure an optimal audio quality. A standard Bluetooth connection to a computer is not certified and may not have the same audio quality as a USB cable or Bluetooth adapter connection.

### 5.1 Connect to a computer (USB cable)

Plug the speakerphone into a USB C or USB A port on your computer.

You may need to set the Jabra Speak2 75 as the playback and recording device in your operating system audio settings and in the video conferencing tool (Microsoft Teams, Zoom, Cisco Webex, etc.) audio settings.



The speakerphone will automatically power on when connecting the USB cable. The speakerphone will automatically power off when the USB cable is disconnected and the speakerphone is not Bluetooth connected to another device.

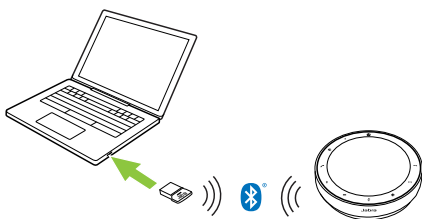
The USB A adapter must not be removed from the cable and should not be used with other devices.

## 5.2 Connect to a computer (Bluetooth adapter)

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The first time you use the speakerphone plug it into a USB C or USB A port on your computer for a couple of seconds. This will wake up the speakerphone and it will be ready to connect to the Jabra Link Bluetooth adapter.

Plug the Jabra Link Bluetooth adapter into a USB port on your computer. The speakerphone and the Jabra Link Bluetooth adapter are pre-paired and ready to use out of the box. The Bluetooth range is up to 30m/98ft.



For the speakerphone to work correctly, you may need to set the Jabra Link Bluetooth adapter as the playback and recording device in your operating system audio settings and in the video conferencing tool (Microsoft Teams, Zoom, Cisco Webex, etc.) audio settings.

If you need to re-pair the speakerphone with the Jabra Link Bluetooth adapter, use Jabra Direct.

## 5.3 Connect to a smartphone or tablet

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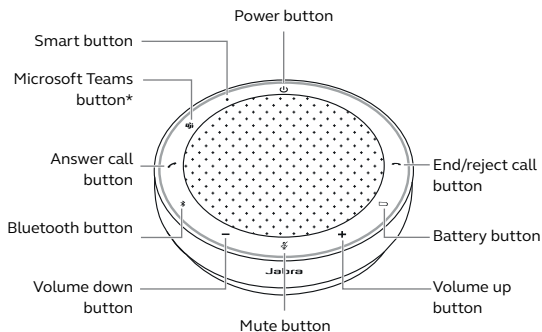
The first time you use the speakerphone plug it into a USB C or USB A port on your computer for a couple of seconds. This will wake up the speakerphone and it will be ready to pair with a smartphone or tablet.

Hold the **Bluetooth** button for 3 seconds and follow the voice-guided instructions to pair with your smartphone or tablet. The Bluetooth range is up to 10m/33ft.



To disconnect or reconnect, tap the **Bluetooth** button again.

## 6. How to use



\*Microsoft Teams version only

### 6.1 Button visibility








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The buttons are backlit and only visible when the speakerphone is powered on, except for the **Power** button, which is always visible. After 1 minute of inactivity the buttons will fade, and can be reactivated by tapping the area where the buttons are located.



The **Microsoft Teams** button, **Smart** button and **Mute** button will only be visible under certain conditions.

## 6.2 Typical use

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	WHAT	HOW
	Power on/off	Hold (2 sec) the <b>Power</b> button
	Answer call	Tap the <b>Answer call</b> button
	End/reject call	Tap the <b>End/reject call</b> button
	Increase/decrease volume	Tap (or hold) the <b>Volume up</b> or <b>Volume down</b> button
	Mute/unmute microphone	Tap the <b>Mute</b> button (only visible when the microphone is active)
	Battery status	Tap the <b>Battery</b> button
	Bluetooth pairing	Hold (3 sec) the <b>Bluetooth</b> button and follow the voice-guided instructions
	Connect to a previously paired Bluetooth device	Tap the <b>Bluetooth</b> button



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	WHAT	HOW
	Bring Microsoft Teams to foreground on computer	Tap the <b>Microsoft Teams</b> button* (only visible when signed into Microsoft Teams)
	Join active Microsoft Teams meeting	Tap the <b>Microsoft Teams</b> button* (only visible when signed into Microsoft Teams)
	Raise/lower your hand during a Microsoft Teams meeting	Hold (2 sec) the <b>Microsoft Teams</b> button* (only visible when signed into Microsoft Teams)
	Play/pause music (default), speed dial or mobile device voice assistant	Tap the <b>Smart</b> button
	Manually link to another Speak2 75	Hold (8 sec) the <b>Smart</b> button

\* Button functionality depends on the Microsoft Teams desktop application. Certified for USB connection or Jabra Link Bluetooth adapter connection. Standard Bluetooth connections are not certified.

## 6.3 Multiple call handling

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	WHAT	HOW
	Put current call on hold and answer incoming call	Tap the <b>Answer call</b> button
	Switch between held call and active call	Tap the <b>Answer call</b> button
	Reject incoming call and continue current call	Tap the <b>End/reject call</b> button

## 6.4 Smart button

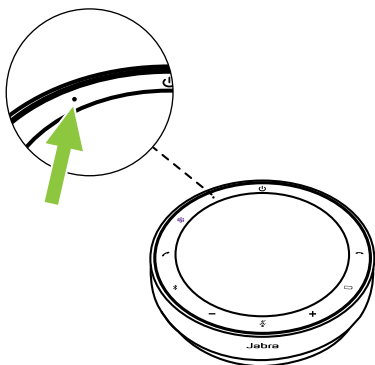
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The **Smart** button can be customized using Jabra Direct or Jabra Sound+.

The options available are:

- Play/pause music (default)
- Speed dial
- Mobile device voice assistant
- None

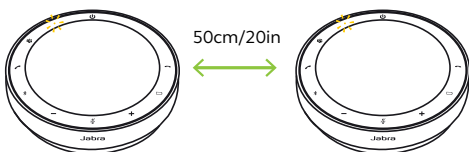
If None is selected, the **Smart** button will not be visible.



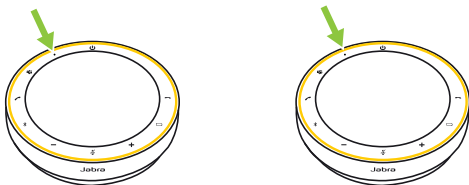
Likewise, the **Smart** button allows you to link two Speak2 75 devices.

## Linking two Jabra Speak2 75

To link the audio between two Jabra Speak2 75 devices, power on the speakerphones and place them close to each other (50cm/20in). When the distance between both speakerphones is 50cm/20in or less, the **Smart** button LED will flash yellow on both devices.



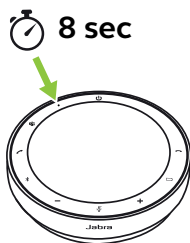
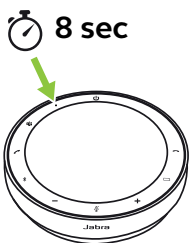
Tap the **Smart** button on each speakerphone to link them. The LED ring on each device will light up yellow and you will hear a voice notification confirming the link. The **Smart** button LED will turn yellow to indicate that there is an active link to another Jabra Speak2 75.



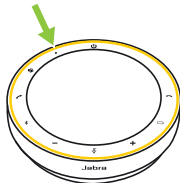
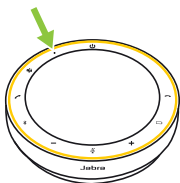
All call and audio controls will be available on both speakerphones.

The link between the speakerphones will remain after powering off the devices. When the speakerphones are powered on and are in range, they will automatically link.

If it is not possible to place the speakerphones close to each other to automatically start the link, you can manually start it by holding (8 sec) the **Smart** button on both devices.

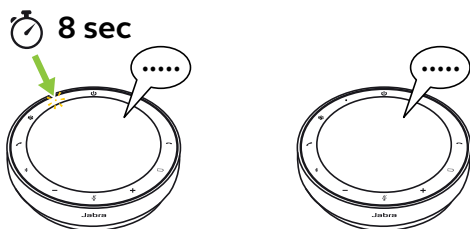


The LED ring on each device will light up yellow and you will hear a voice notification confirming the link.



The Smart button LED will turn yellow to indicate that there is an active link to another Jabra Speak2 75.

To unlink the speakerphones, hold (8 sec) the **Smart** button on one of the speakerphones. The **Smart** button LED on the device will flash yellow.



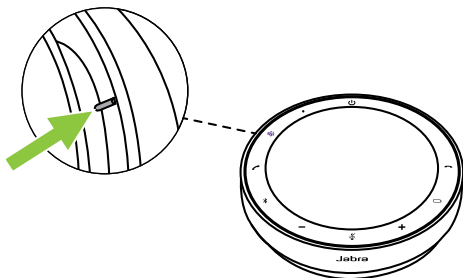
A voice notification will confirm that the speakerphones are unlinked.

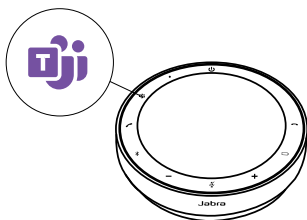
## 6.5 Microsoft Teams button

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The **Microsoft Teams** button is only visible when the speakerphone is connected to your computer and you are signed in to Microsoft Teams. The button behaves differently depending on the current status of Microsoft Teams.

To quickly locate the Microsoft Teams button by touch, there is a small tab on the underside of the Microsoft Teams button.





## WHAT YOU SEE

## WHAT IT MEANS



Solid purple  
LED

Connected to Microsoft  
Teams

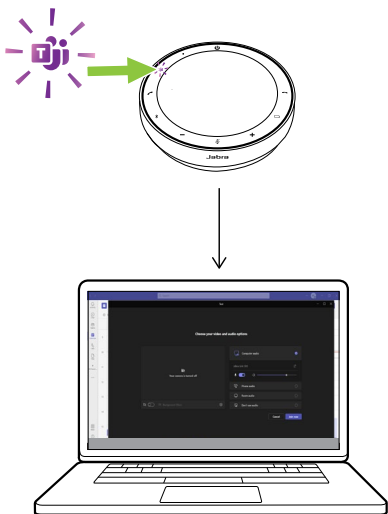


Flashing  
purple  
Microsoft  
Teams  
button

Microsoft Teams meeting  
ready to join

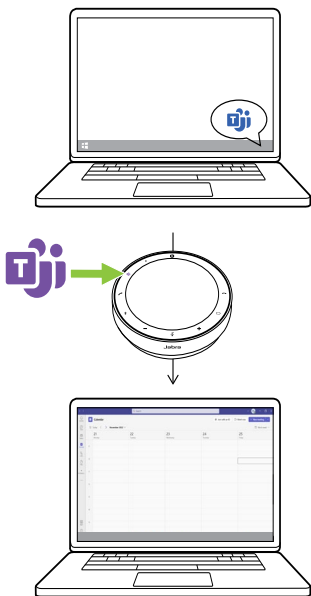
## Join a Microsoft Teams meeting

When a scheduled Microsoft Teams meeting has started, the **Microsoft Teams** button will flash purple. Tap the **Microsoft Teams** button on the speakerphone to join the meeting.



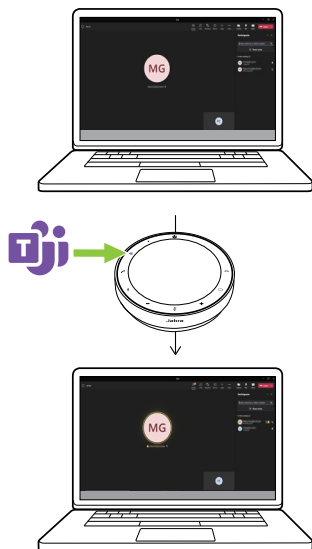
## Bring Microsoft Teams to foreground

When Microsoft Teams is running but is minimized, tap the **Microsoft Teams** button on the speakerphone to maximize and bring it to the foreground on your computer.









## Raise/lower your hand during a Microsoft Teams meeting

During a Microsoft Teams meeting, hold (2 sec) the **Microsoft Teams** button on the speakerphone to raise/lower your hand. This action will be indicated by a yellow hand icon next to your name.







## 6.6 Status LED ring

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LED RING	STATUS
	In call
	Muted
	Incoming call
	Incoming call during a call
	Incoming call while muted
	Factory reset




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LED RING	STATUS
	Firmware update
	Standby LED status
	Media streaming
	Link to another Speak2 75

## 6.7 Microphone Quality Indicator

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The speakerphone LED will light up to indicate how clearly the speakerphone is picking up voices around it.

LED RING	VOICE PICKUP
	Optimal voice pickup. When the speaker is detected, the speakerphone will flash green towards their direction.
	Poor voice pickup. Move closer to the speakerphone or speak louder/clearer.
	Very poor voice pickup. Move closer to the speakerphone and speak louder/clearer.

The Microphone Quality Indicator is disabled by default and can be enabled using Jabra Direct or Jabra Sound+.

## 6.8 Audio notifications

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The speakerphone indicates factory reset, battery level, pairing and Bluetooth connection status. You can select tone or voice notifications using Jabra Direct or Jabra Sound+.

The language of the voice notifications can be changed using Jabra Direct and Sound+. The supported languages are English, Chinese Mandarin, German, French, Japanese, Korean and Spanish.

## 6.9 Auto-reconnect

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When Auto-reconnect is enabled (default), the speakerphone will automatically connect to a previously paired Bluetooth device.

If the speakerphone is used in a meeting room or by several people, it is recommended to disable auto-reconnect to avoid unintentional connections. If Auto-reconnect is disabled, the speakerphone will only allow one Bluetooth connection at a time, and all previously paired Bluetooth devices will be unpaired and need to be paired with the speakerphone again.

Auto-reconnect can be configured in Jabra Direct or Jabra Sound+.

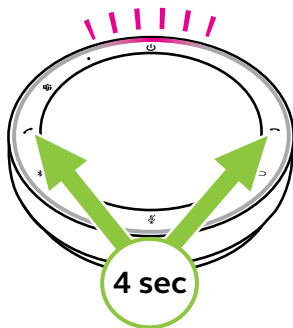
To pair a device with the speakerphone, hold (3 sec) the **Bluetooth** button on the speakerphone and follow the voice-guided instructions.

## 6.10 Factory reset

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Resetting the speakerphone clears the list of paired Bluetooth devices and also clears all personalized settings. After a factory reset, it is necessary to re-pair the Jabra Speak2 75 to your Bluetooth devices.

To factory reset, hold the **Answer call** button and the **End/reject call** button for 4 seconds until 'restore to factory default' is announced by the speakerphone.



# 7. Applications and firmware update

## 7.1 Jabra Sound+

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Jabra Sound+ is a mobile application that allows you to configure the Jabra Speak2 75 based on your needs.



## 7.2 Jabra Direct

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Jabra Direct is a desktop application designed to support, manage and enable optimal functionality for Jabra devices.



Download the latest free version from [jabra.com/direct](https://jabra.com/direct)

## 7.3 Update firmware

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Firmware updates improve performance or add new functionality to Jabra devices. Jabra Direct or Sound+ will notify you when a firmware update is available.

- With Jabra Direct, connect the Jabra Speak2 75 to a computer using the USB cable or the Jabra Link Bluetooth adapter.
- With Jabra Sound+, connect the Jabra Speak2 75 via Bluetooth to your phone.

# 8. Support

## 8.1 FAQ and technical specifications

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The Jabra Speak2 75 FAQ, certifications, and technical specifications at [jabra.com/support](http://jabra.com/support)

## 8.2 How to care for your Jabra device

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- The Jabra Speak2 75 is for indoor use only.
- Avoid storage at extreme temperatures (above 45°C/113°F or below -20°C/-4°F).
- Avoid operation at extreme temperatures (above 40°C/104°F or below 0°C/32°F).
- Do not expose the speakerphone to rain. Avoid immersing the speakerphone in liquids.
- Do not cover the speaker mesh and buttons with stickers or labels.

## 8.3 How to clean your Jabra device

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Keep your product clean by following these best practices for hygiene.

1. Apply normal dish soap and water to a cloth, making sure you wring out excess liquid so the cloth is not dripping wet. Use soap and water only – do not use strong cleaning agents.
2. Gently wipe the product, making sure there is not a layer of suds on the surface.
3. Let it rest for at least one minute.
4. Rinse the surface by wiping it with a slightly damp cloth using water only.
5. Let it dry.
6. When the product is not in use, keep it clean by avoiding contact with dirty surfaces and storing it in the carry pouch.