VOCOVO - QUICK START GUIDE

This guide is to help you start enjoying the benefits of your VOCOVO system as quickly as possible.

HEADSET USAGE AND FEATURES



WEARING STYLE AND COMFORT

- Choose the right wearing style for you and adjust it to fit comfortably.
- Move the headset regularly, and swap ears if possible. A headset, like a hat, gets more comfortable with wear. Any discomfort is usually due to sensitive pressure points on your head, move or adjust the headset for your comfort.



PUSH TO TALK BUTTON (PTT)

- Press and hold the PTT Button, (you will hear a beep) - your voice will be heard on all the active Headsets.
- Release the PTT Button when you have finished speaking.



SPEAKER VOLUME BUTTONS

- Pressing the volume control buttons (+ and - buttons) will increase or decrease the headset speaker volume.
- A tone is heard each time the switch is used to indicate the speaker volume.



MUTE FUNCTION

- Press and hold either volume button to activate mute mode. Mute mode silences the headset so you can stop hearing other users or messages without removing your headset.
- To remind you, you will hear the word ‘mute’ when the headset is in mute mode.
- Press the PTT button to deactivate mute mode.



LED INDICATOR

- The white LED indicator indicates the headset status.
  - Off indicates that the Headset is not active.
  - One blink every two seconds indicates the headset is active and connected.
  - Rapid flashing Indicates the headset is in registration mode.
  - See ‘headset charging’ below for battery charge indication.



TALK LOCK FUNCTION

- The VOCOVO headset has a talk-lock function to allow you to talk to colleagues without holding down the PTT button.
- Talk-Lock is activated by holding down the PTT button and then pressing the menu button at the same time.
- The headset will stay in talk-lock mode for 3 minutes before returning to push-to-talk mode, or press PTT to exit talk-lock

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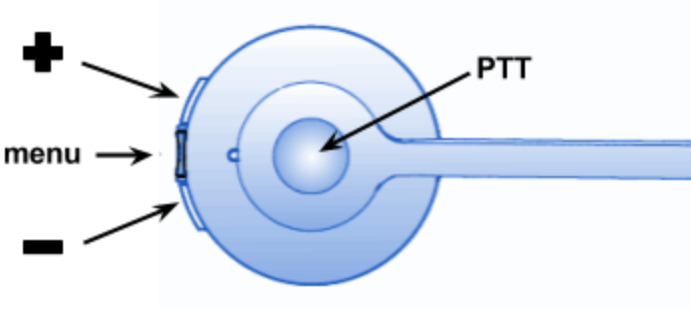
. VOCOVO IS A TEAM COMMUNICATION SYSTEM - ALWAYS ASSUME “ANYONE” CAN HEAR WHAT YOU SAY .

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VOCOVO
Inspiring Team Communications

ASSISTANCE REQUEST MENU

- When an assistance request is made at the checkout, all headset users will hear a message over the conference.
- To respond (call-back) to the checkout, press the menu button and the oldest or highest priority request will be announced.
- Press the PTT button to begin a hands-free two way conversation with your colleague at the checkout.
- If multiple requests have been made, you can choose the request to respond to by pressing the + or - buttons on the headset. Then press the PTT button as above, to talk to the selected checkout.
- When you are talking to your colleague at the checkout, you do not need to keep the PTT button pressed, other headset users will not hear your conversation.
- When the conversation is over, press the PTT button to return to the main conference and the headset will return to normal push-to-talk operation.



CHECKOUT KEYPAD USAGE AND FEATURES

REQUESTING ASSISTANCE



- To request assistance simply touch one of the segments of the circle on the front of the device.
- A message request will now be heard by all the headset users.
- The selected segment will flash until the request has been responded to by a headset user or is cleared using the keypad.
- The message will be repeated every 20 seconds for the next minute or until the request is cleared.

CLEARING A REQUEST

- To clear a request for assistance from the keypad press the multi-function button.
- The cleared request will no longer be heard by your colleagues and will be removed from the headset assistance requests.

CUSTOMER CALLPOINT



- The callpoint enables customers to request immediate assistance.
- A message stating the exact location assistance is required will be sent to all headsets
- The ring around the button will flash until the request for assistance has been answered by the headset user or the device has been reset.
- The message will be repeated every 20 seconds until the device has been reset.
- To reset the device, slowly swipe your finger down the button from top to bottom.
- A request will no longer be heard by colleagues and will be removed from the callback list on all headsets and handsets.

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BATTERY CHARGING

HEADSET CHARGING

- Place your headset on charge at the end of each day.
- When a headset battery is charging, the white LED remains on solidly, once charged, it will flash every 5 seconds.

KEYPAD AND CALLPOINT CHARGING

- Unless charged by mains or USB leads, Keypad batteries need recharging every few weeks. Place the keypad onto its chargepoint overnight.
- When the keypad is charging the purple LED remains on solidly. When charged, the LED will flash every 5 seconds.

BATTERY CHARGE TIME

- 20% charge in less than 20 minutes.
- 50% charge in less than 45 minutes.
- Full charge in less than 3 hours.

BATTERY CARE

- Always use the supplied VOCOVO charge-racks and charge points and the correct power supply when charging your VOCOVO devices. Charging using an incorrect charger or power supply may cause damage to the equipment.
- If the headset is to remain unused for a prolonged period, the headset must be turned off.
- Turn off by pressing the volume up, volume down and the menu button consecutively for 2 seconds, the white LED will blink and then go out. The headset must be recharged every 6 months if not being used, even when switched off.

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