

# Spectrum Plus™ Series Telephone User's Guide

SINGLE LINE BASIC TELEPHONE  
MODEL SP100

## **CAUTION!**

- Never install telephone wiring during a lightning storm.
- Never install telephone jacks in wet locations unless the jack is specifically designed for wet locations.
- Never touch uninstalled telephone wires or terminals unless the telephone line has been disconnected at the network interface.
- Use caution when installing or modifying telephone lines.

# Introduction

Congratulations on the purchase of your TeleMatrix Spectrum PLUS™ model SP100 telephone. The Spectrum PLUS™ SP100 includes advanced features that are suitable in today's business environment. TeleMatrix designed the Spectrum PLUS™ SP100 to be simple to install and easy to use.

Your Spectrum PLUS™ SP100 telephone is a precision electronic device that requires minimum maintenance. Please be sure to read this user's guide to become familiar with the wiring and functionality of this product.

## Compliance and Safety

As specified by FCC regulation, we are required to inform you of specific governmental and compliance regulatory requirements, safety notices, safety instructions and other informative information. TeleMatrix, Inc. provides this information in a separate manual. We pack the separate Compliance and Safety Manual within each outer box or product box when shipped.

Prior to reading this operation manual and prior to setting up your telephone, please refer to the Compliance and Safety Manual.

# Contents

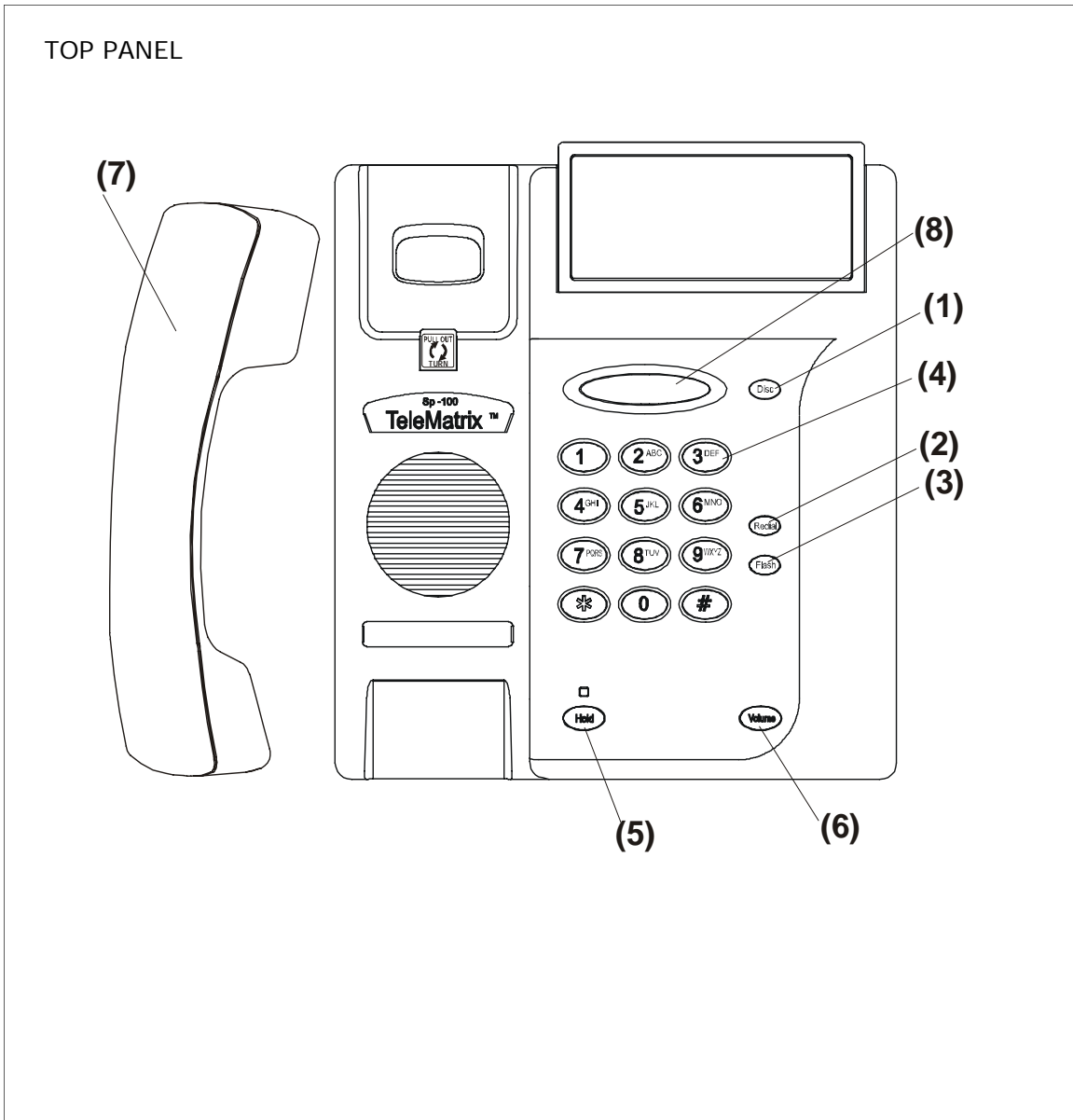
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# Features

- One Line Operation
- Visual Message Waiting Indication; 90VDC NEON or Low Voltage LED; Switch Selectable\*
- Electronic Hold with LED Indicator
- HI/LOW/OFF Ringer Volume Control Switch
- Disconnect Key to Activate New Call
- Last Number Redial
- Flash Key
- Convenient Data Port
- ADA Compliant Handset with Volume Control
- Desk or Wall Mountable
- Fully Modular, Easy To Install

*\*Visual Message Waiting are features that require subscription to your local telephone company or PBX provided service. This telephone features will not work unless you are a subscriber.*

# Controls

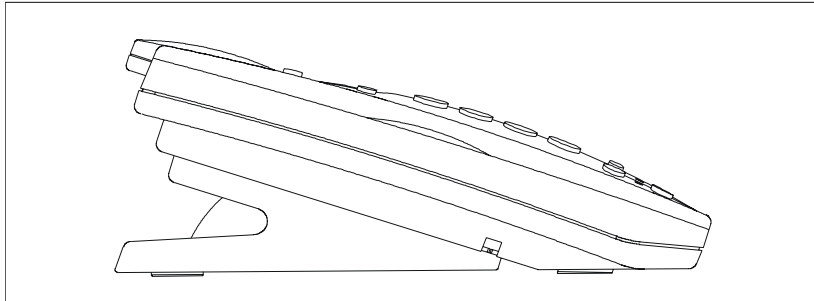


# Definition of Controls

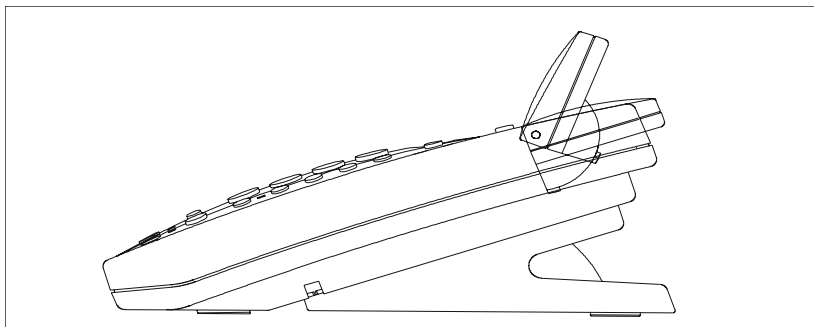
1. Disconnect Key ..... Used to disconnect the line or place a new call.
2. Redial Key ..... Redials the last number dialed.
3. Flash Key ..... Provides a timed line break.
4. Numeric Dial Pad ..... Used for dialing.
5. Hold Key ..... Lighted key used for placing callers on hold.
6. Volume Bar ..... Adjusts the loudness of the handset receiver.
7. Handset ..... Hearing-aid compatible handset.
8. TouchLite™ Key..... Message Waiting Lamp (LED indicator) that blinks to indicate a new message in the user's voice mail box (user must be subscribed to a messaging system).

# Definition of Controls

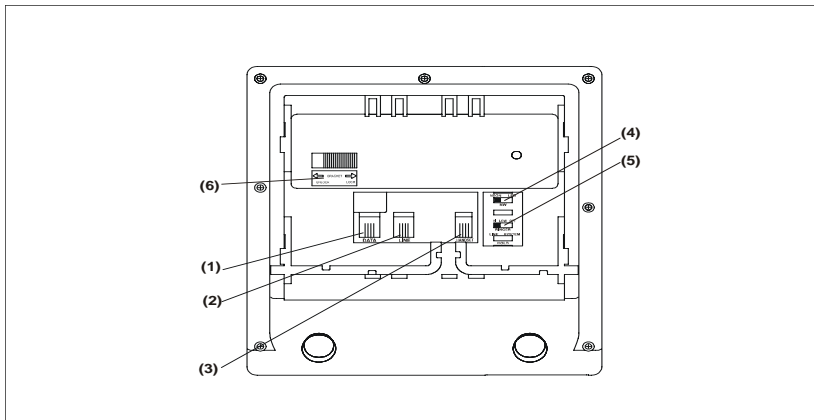
LEFT SIDE



RIGHT SIDE



REAR





# Definition of Controls

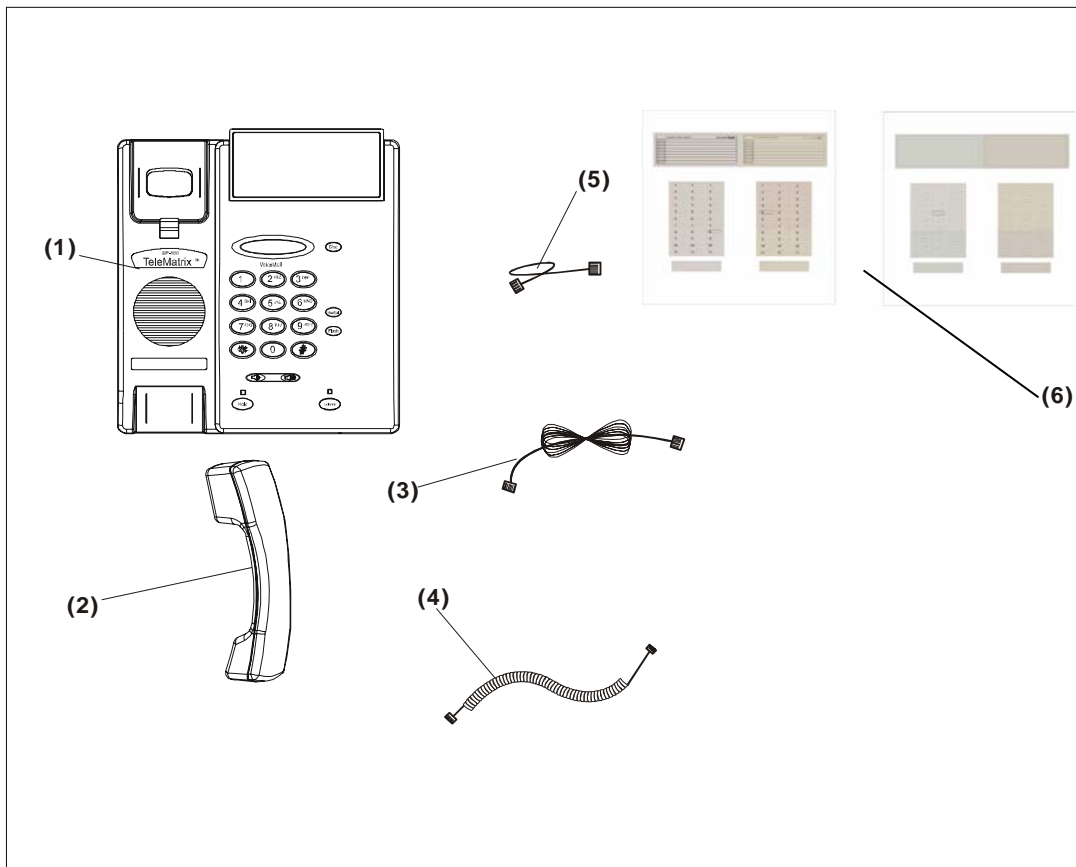
- |   |                                     |  |
|---|-------------------------------------|--|
| 1 | Data Port .....                     | Convenient port to connect a computer, modem, fax or answering device. |
| 2 | Line Jack .....                     | Modular receptacle for connecting the line cord.                       |
| 3 | Handset Jack .....                  | Connection for handset coil cord.                                      |
| 4 | Message Waiting Selector Switch ... | Selects low voltage message waiting or 90VDC.                          |
| 5 | Ringer Volume Control Switch .....  | Used to control the ring volume HI/LOW/OFF.                            |
| 6 | Elevation Stand Lock .....          | Used to "lock" the elevation stand.                                    |

# Parts List

## Parts Check List

The following parts are included with the Spectrum PLUS™ SP100:

1. Base Unit
2. Handset
3. One (1) 15-foot Modular telephone line cords
4. 10-foot Modular coiled handset cord
5. 6-inch Modular wall mount line cord
6. Two (2) Index Sheets

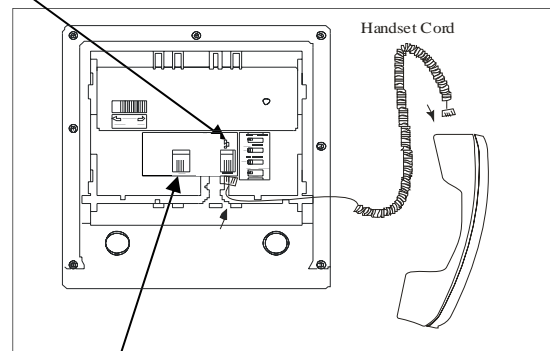


**NOTE:** Spectrum PLUS™ Line Cords are 6-Pin 6-Conductor Line cords (6P6C line cord). Replacement Line Cords must be same.

# Installation

## Connecting the Handset Cord

A 10-foot modular coil handset cord is provided. (*Be sure that the wall/desk elevation stand has not been attached*). To install the cord, simply plug the *short* end of the handset cord into the modular jack on the handset. The *long* end of the handset cord plugs into the jack labeled "Handset" located on the bottom of the Spectrum PLUS™ base unit. Place the line cord into the handset coil cord channel located directly below the jack.



## Connect the Line Cord.

This is a line-powered telephone. Connect the RJ-14 line cord into the wall jack and then into the bottom of the phone for power. When inserted properly, dial tone will be available.

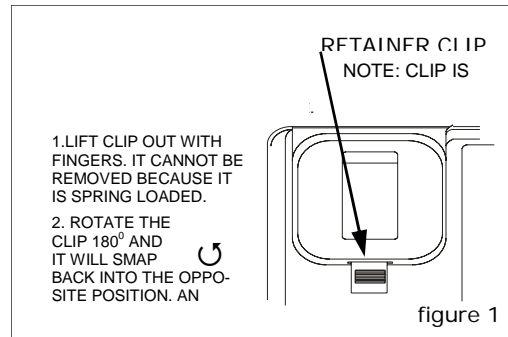
# Installation

## Wall Mounting the Spectrum PLUS™ Telephone

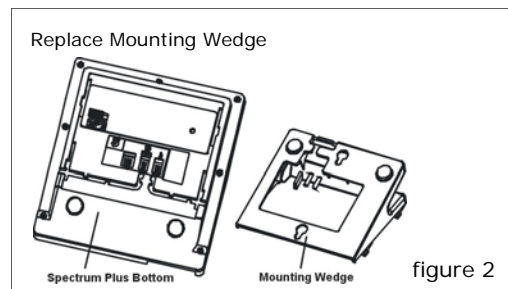
The Spectrum PLUS™ was designed to be conveniently wall mounted without requiring additional hardware.

Follow these easy steps:

1. The handset retaining clip must be in the correct position to secure the handset into the handset cradle. Engage the clip with your fingers and pull the clip forward (towards you), rotate the clip 180° and snap the clip back into place (figure 1). The retaining clip cannot be removed.

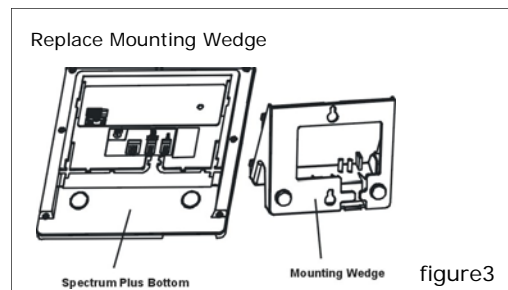


2. The Spectrum PLUS™ has provisions for a mounting wedge that must be correctly positioned. This wedge allows the telephone to be viewed at a correct angle when the phone is wall mounted. Remove the wedge from the phone base (figure 2).

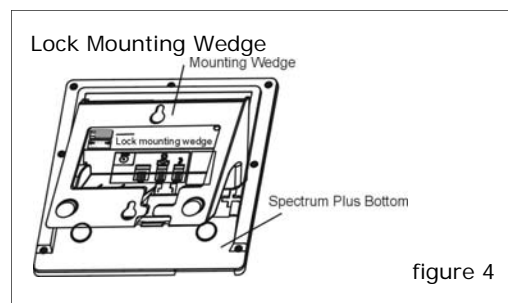


3. Secure the line cord, coil cord and any wiring in place prior to installing the wall mount wedge. The wall mount base has extra large wiring channels and strain relief poles for containing the wires in a neat and orderly way. Wrap the wires around the strain relief poles and then secure the wires through the channel.

4. To wall mount, place the narrow edge at the top edge of the phone base and slide the wedge upward into place (figure 3).



5. Lock the wall mount into position by sliding the locking button to the right (figure 4).



**Note:** A 6-inch line cord is provided for when the telephone is to be wall mounted. Connect one end of the line cord to the phone jack and the other end to the wall jack. Be sure to connect and line cord before placing mounting wedge on the bottom base.

## Desk Mounting

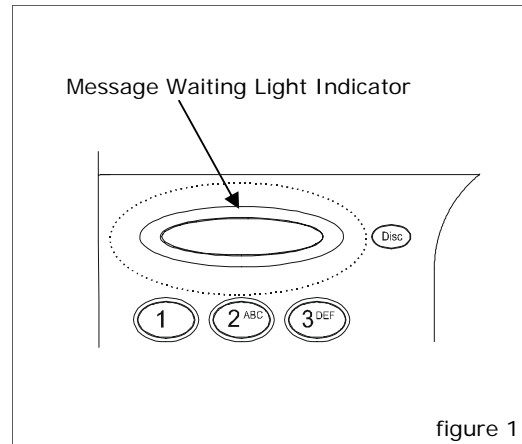
To install the wedge for desk mounting, be sure the lock mechanism is positioned to the left clear of the locking arm. Place the wedge in the slots, wide end toward top of phone base unit, and slide the wedge upward into position. Lock the wedge into place.

# Installation

## Message Waiting Light Indicator

The Spectrum PLUS™ telephone has a Message Waiting (MW) Light Indicator (figure 1). The indicator will blink to indicate that a new message is in the user's voice mailbox. The Spectrum PLUS™ supports the following telephone or PBX supplied message waiting signals:

1. 90-Volt NEON message waiting light indicator signal provided by a PBX.
2. Low Voltage LED message waiting light indicator light signal is provided by a PBX.



The PBX system or telephone service provider has to activate the voice mail feature for the light to illuminate and work properly. Be sure that your telephone service provider or PBX system has the compatible messaging service available in your area or facility.

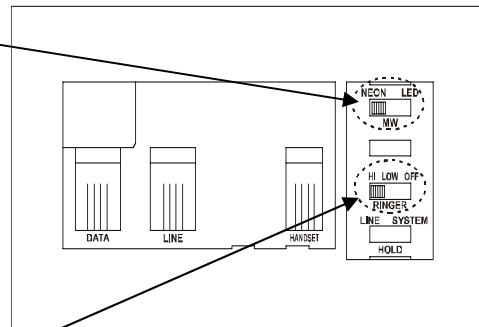
*Visual Message Waiting are features that require subscription to your local telephone company or PBX provided service. This telephone features will not work unless you are a subscriber.*

# Switch Settings

## Message Waiting Selector

The SP100 supports either 90VDC neon or low voltage LED message waiting systems. Position the NEON/LED switch to the desired position so that the telephone is compatible with your PBX message system.

*Note: the phone is factory preset to the "NEON" setting.*



## Ringer Volume Control

The switch is located at the back of the telephone. The switch has HI/LOW/OFF setting. Place the switch in the position for the desired ring volume or off.

*Note: The switch factory set to the "HI" position.*

# Operation

## Hold Key Indicator

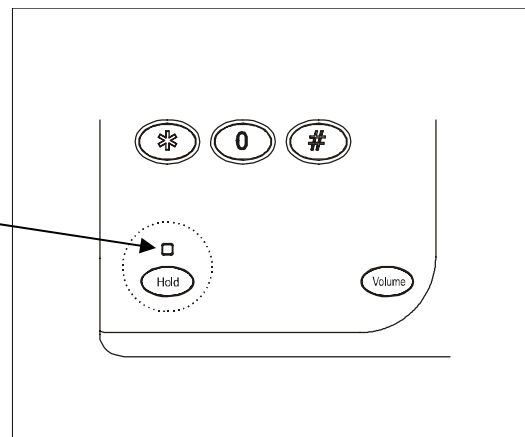
When the **"HOLD"** key is activated, the light above the HOLD KEY will be steadily RED.

## Using the Hold Feature

The **"HOLD"** key is used to place a caller on hold. To use, simply press the **"HOLD"** key.

When the **"HOLD"** key is active, the handset can be lifted off-hook or returned to its on-hook position and the line will not be disconnected. To return to the caller, simply lift the handset.

Hold will also release when the call is picked up from an additional extension phone.



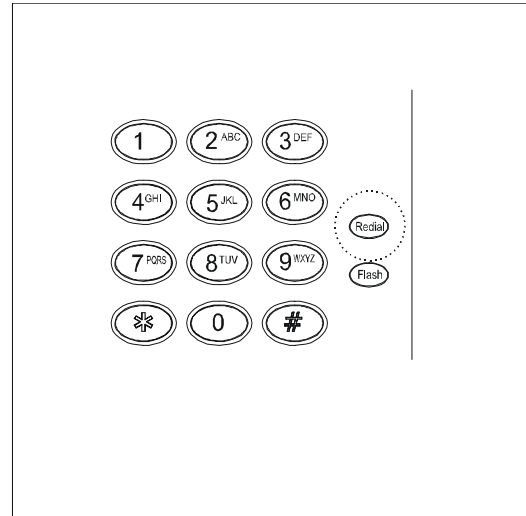
# Operation

## Using the Redial Feature

The **“REDIAL”** key is used to automatically redial the last number that was dialed from the keypad.

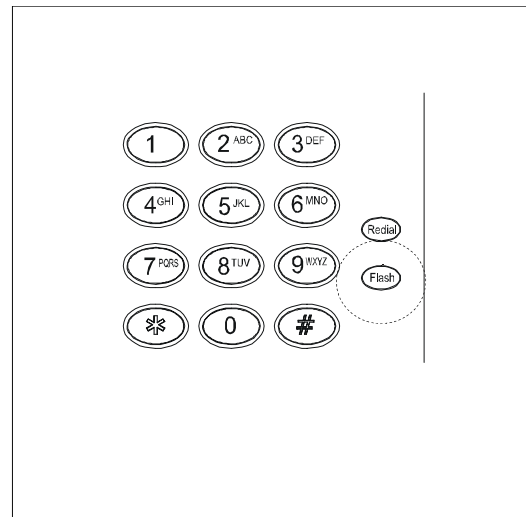
To use:

- Lift the handset.
- Press the **“REDIAL”** key.
- The last number dialed will be redialed.



## Flash Function

The **“FLASH”** key is a 600mS electronic timed line break that is used for accessing line features provided by your telephone company or by your telephone system. For example, many times a **“FLASH”** is used for accessing system features such as “Call Waiting”, “Call Pick-Up”, “Call Transfer”, etc. Contact your telephone system coordinator or your local telephone company for further information regarding your line features.





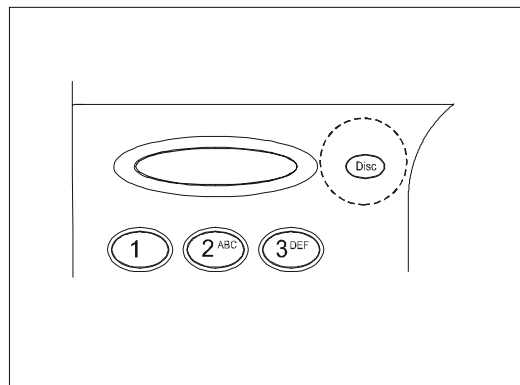
# Operation

## Using The Disconnect Feature Key

The **"DISC"** (DISCONNECT) key is a 2-second electronic timed line break. The key can be used to automatically hang-up the call that you are currently on and regain a new dial tone to establish a new call.

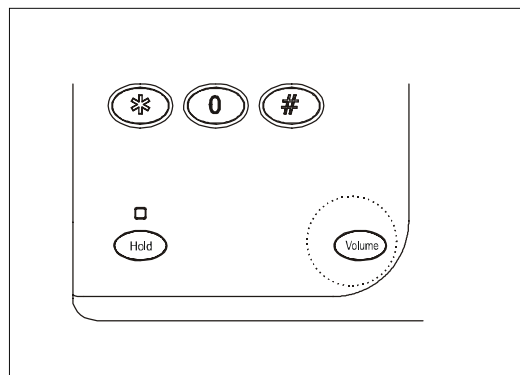
To use:

- Simply press the **"DISC"** key when the conversation is complete.



## Handset Volume Control

The Spectrum PLUS™ is equipped with an ADA/FCC compliant handset volume control located on the front of the phone.



# Care and Maintenance



Keep the telephone dry. If it gets wet on the outside, wipe it dry immediately. Liquids might contain minerals that can corrode the electronic circuits. Do not touch the unit if submerged in water. Call for assistance.



Use and store the telephone only in normal temperature environments. Temperature extremes can shorten the life of electronic devices, damage batteries, and distort or melt plastic parts. Avoid direct sunlight.



Keep the telephone away from excessive dust and dirt that can cause premature wear of parts.



Wipe the telephone with a damp cloth occasionally to keep it looking new. Do not use harsh chemicals, cleaning solvents, or strong detergents to clean the unit.

# Service

When problems arise during installation or service that cannot be resolved using this or related documents, contact the TeleMatrix Priority Care Department, Monday through Friday, 8:30a.m. - 4:30p.m. MST:

Toll Free: 1-800-462-9446  
Direct: 719-638-8821  
Fax: 719-638-8815  
[www.telematrixusa.com](http://www.telematrixusa.com)

Many times a problem is either installation or user related. Please contact TeleMatrix PRIOR to sending a telephone to our service center for repair. In the unlikely event that a factory repair is necessary:

1. Include a brief description of the problem that you are experiencing.
2. Include a proof of purchase for a repair under warranty.
3. Send the telephone prepaid by UPS or Parcel Post, insured to:

TeleMatrix, Inc.  
Priority Care Center  
5025 Galley Road  
Colorado Springs, Colorado 80915

TeleMatrix will pay return postage on the repaired telephone. Allow 2-3 weeks for delivery. When immediate replacement is required, see our FastLane<sup>SM</sup> replacement policy on our internet site.

# Warranty

## STATEMENT OF LIMITED WARRANTY

TeleMatrix, Inc. (TMX) warrants to its [original end customer] [purchaser] that Spectrum, Spectrum Plus and Marquis branded products manufactured by TMX are free from defects in materials and workmanship for five (5) years after the date of purchase, and Regency branded products manufactured by TMX are free from defects in materials and workmanship for three (3) years, other than the following products for which the warranty period shall be one (1) year: handset batteries, either NiCd or NiMH, used in TMX cordless products. If a product fails this warranty during the warranty period, TMX will, at its option, either repair or replace the defective product or parts, or deliver replacements for defective products or parts on an exchange basis at no additional charge to the customer except as set forth below. Repair parts or replacement products may be either new or reconditioned. Products or parts returned to TMX under this warranty will become the property of TMX. Warranties on products repaired by TMX expire at the termination of the original warranty period.

This limited warranty does not cover:

1. Products or parts which are damaged, abused or misused;
2. Any damage resulting from improper installation, maintenance or operation of the product;
3. Damage resulting from unauthorized modification or repair of the product, or from improper connection of the product to other equipment;
4. Cords, connectors and replaceable batteries;
5. Damage in transit to the TMX repair facility;
6. Any product or part unless proof of date of purchase is submitted with the product when returned for warranty repair; or
7. Costs incurred by the customer in removing and shipping the product to TMX for repair or replacement, and costs of reinstallation of the product.
8. Products or parts which are not owned and used by the original end user customer.

The cost and risk of loss or damage for sending the product to TMX will be borne by the customer.

TMX EXPRESSLY DISCLAIMS ALL WARRANTIES EXCEPT THE LIMITED WARRANTY SET FORTH HEREIN, WHICH IS THE SOLE AND EXCLUSIVE WARRANTY OF THE PRODUCT, AND IS IN LIEU OF ALL OTHER WARRANTIES, WHETHER ORAL OR WRITTEN, EXPRESS OR IMPLIED, OR STATUTORY. THERE ARE NO IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THE CUSTOMER'S SOLE REMEDY UNDER THE TMX WARRANTY SHALL BE REPAIR OR REPLACEMENT AS PROVIDED ABOVE. IN NO EVENT WILL TMX BE LIABLE TO CUSTOMER OR ANY OTHER PARTY FOR ANY INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING, WITHOUT LIMITATION, DAMAGES OF LOST PROFITS, LOST REVENUES, LOSS OF USE OF FACILITIES OR EQUIPMENT, OR COST OF SUBSTITUTE EQUIPMENT ARISING OUT OF THE USE OR INABILITY TO USE THIS PRODUCT, EVEN IF THE CUSTOMER HAS ADVISED TMX OF THE POSSIBILITY OF SUCH DAMAGES. TMX LIABILITY FOR DAMAGES SHALL NOT EXCEED THE PURCHASE PRICE OF THE DEFECTIVE PRODUCT.

This limited warranty is non-transferable without the prior written approval of TMX. It gives the customer specific legal rights. The customer may have other rights which vary under local law. Some jurisdictions may not allow limitations on the term of an implied warranty or exclusions or limitations of incidental or consequential damages.



[www.telematrixusa.com](http://www.telematrixusa.com)  
1.800.462.9446

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