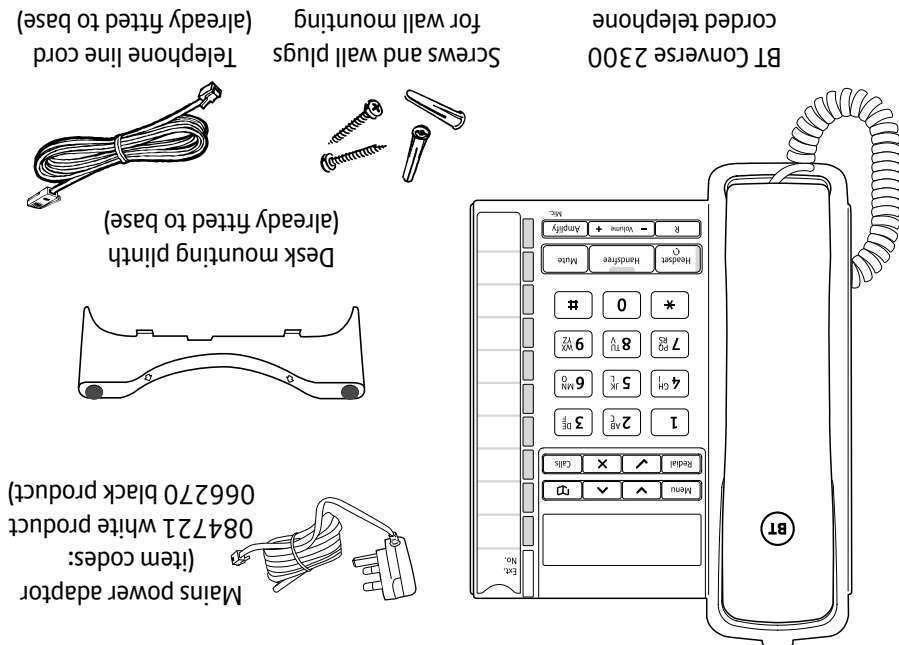


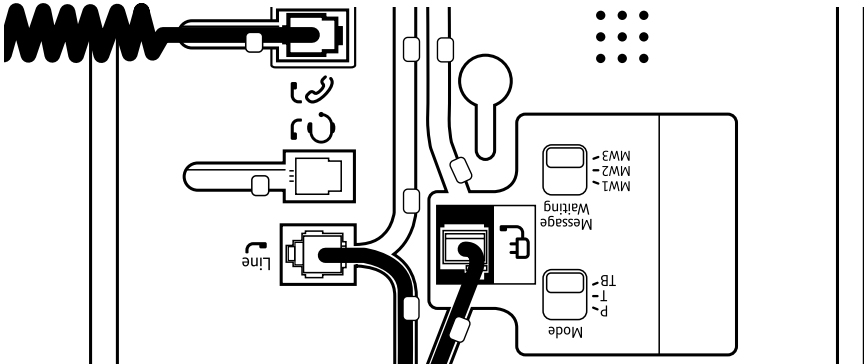
Check box contents



Only use the handset and line cord supplied in this box, or this product may not work.

1 Set up

1 Plug mains power adaptor (item code 084721 white and 066270 black) into the socket marked **P**, and plug the other end into the wall socket and switch the power on.



2 Plug the telephone line cord into the wall socket.

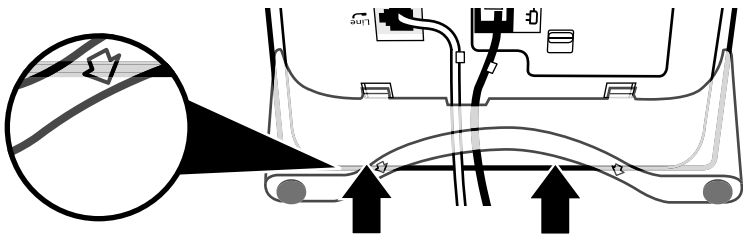
3 Check that the Dialling **Mode** switch on the underside of the base is set to **TB** for tone dialling with timed break recall.



If connecting to a switchboard you may need to adjust the dialling mode setting, to P or T using the switch on the underside of the base. If in doubt, please consult your service provider.

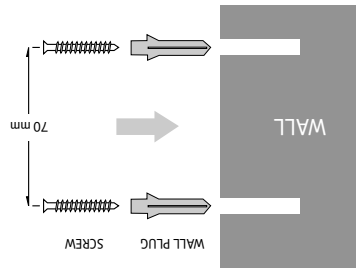
Desk mounting plinth

To remove the desk mounting plinth, push it in the same direction as the two arrows shown on the plinth. To refit the desk mounting plinth, insert the two lugs on the plinth into the base and push it down into place, as shown by the blue arrows.



Wall mounting (optional)

Before wall mounting, check you are not drilling into any hidden wiring or plumbing. Make sure the telephone line cord will reach the wall socket.



Unclip the stand from the base of the phone and remove it. Re-route the telephone line cord towards the bottom of the phone. Drill two holes in the wall 70mm vertically apart using an 5mm drill bit. Insert the wall plugs if necessary, then insert the screws leaving about 5mm protruding from the wall on which to hang the phone. Slot the holes on the back of the base over the screw heads and gently pull the phone down to fix it securely in place.

Your Converse 2300 is now ready for use.



Important safety and care instructions. Keep for future reference.

Your BT Converse 2300 from BT is manufactured to comply with European safety standards. Please read the following instructions carefully before installing and using it.

Important

This product is intended for connection to analogue public switched telephone networks and private switchboards in the UK and Republic of Ireland.

Installation and location

- For indoor use only in UK and Ireland
- Position all parts including cables away from heat and sun (e.g. away from radiators, window sill or other electrical equipment which can get hot)
- Keep area ventilated (e.g. don't put in cupboards or back of sofas) and don't block any vents with objects or thick carpets
- Keep device and cables out of young children's reach
- Only use power adaptor and cables provided by BT for this specific device; contact our helpdesk if you need a replacement
- Electronic devices hate liquids; don't place devices in damp areas or near sources of water or splashes
- Product may cause scratches or marks if placed on fragile surfaces (e.g. veneered wood or delicate fabrics); place on a mat if required
- Don't use near flammable substances or in a flammable atmosphere (e.g. warehouse or garage)
- Designed for use at room temperatures between 0 and 40°C

Care and maintenance

- Treat all parts with care; no shock or vibration, and don't pull or twist any cables
- Regularly check your product for damage to ensure small parts aren't exposed
- Dust with a soft dry cloth; don't use water or solvent

- Regularly check that objects don't cover any parts or any vents that could cause overheating
- When not in use, store in a dry place and away from extreme heat or cold

Warnings

- If any parts of your product or any cables appear damaged, discontinue use immediately and contact our helpdesk. See terms in the Guarantee section
- Don't try to open your device or power adaptor. There are no serviceable parts and you risk an electrical shock
- There is a slight chance your phone could be damaged by an electrical storm. We recommend that you unplug the phone line cord during an electrical storm.

Other information

Power efficiency information is available at bt.com/help/user-guides

Disposing of your old electrical and electronic equipment

The Government has a legal requirement to minimise the unsorted waste disposal of electrical and electronic equipment and to maximise its separate collection and environmentally sound management. The symbol shown here and on a product, means you shouldn't throw it in your normal rubbish at the end of its working life.

This product may contain substances that could be harmful to people or the environment if it's not recycled correctly. Check with your retailer to find out how to recycle your old equipment, or if you've bought something from us that has the crossed out wheelie bin symbol on it and it's similar to the kit you don't need any more, you can send us your old kit and we'll get rid of it in an environmentally friendly way.



Here's the address: WEEE Take Back Scheme, BT Returns, BT DF, Darlington Road, Northallerton, DL6 7ZY.

Website address: bt.com/weee

We're not responsible for the costs of returning items.

If you don't wish to return kit to us, lots of electronics shops have their own 'take back' schemes where you can recycle very small electrical and electronic goods. If you're a household user, you can also take it to your local recycling centre – go to recyclenow.com to find the one nearest to you. Please dispose of this carefully and help to protect our planet.

Guarantee

Your BT Converse 2300 is guaranteed for 1 year from when you bought it. This means we'll either repair it or replace all or part of the product if it's not working properly. If you bought the product more than 28 days ago, we might replace it with a refurbished or repaired one.

Guarantee conditions

- The guarantee only covers problems found in the 1 year guarantee period
- You'll need your receipt or other proof of purchase
- Your product is returned to BT or one of our partners as instructed
- This guarantee doesn't cover any problems caused by accidents, misuse, fair wear and tear, neglect, tampering with the equipment, or any attempt at adjustment or repair other than through approved agents
- This guarantee doesn't affect your statutory rights.

Available in other formats including braille, large print or audio CD. If you would like a copy, please call 0800 145 6789*.

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* Calls to our helpdesk made from the UK mainland and mobile networks are free. International call costs vary.
BT Converse 2300 QSG (03/22) Issue 5

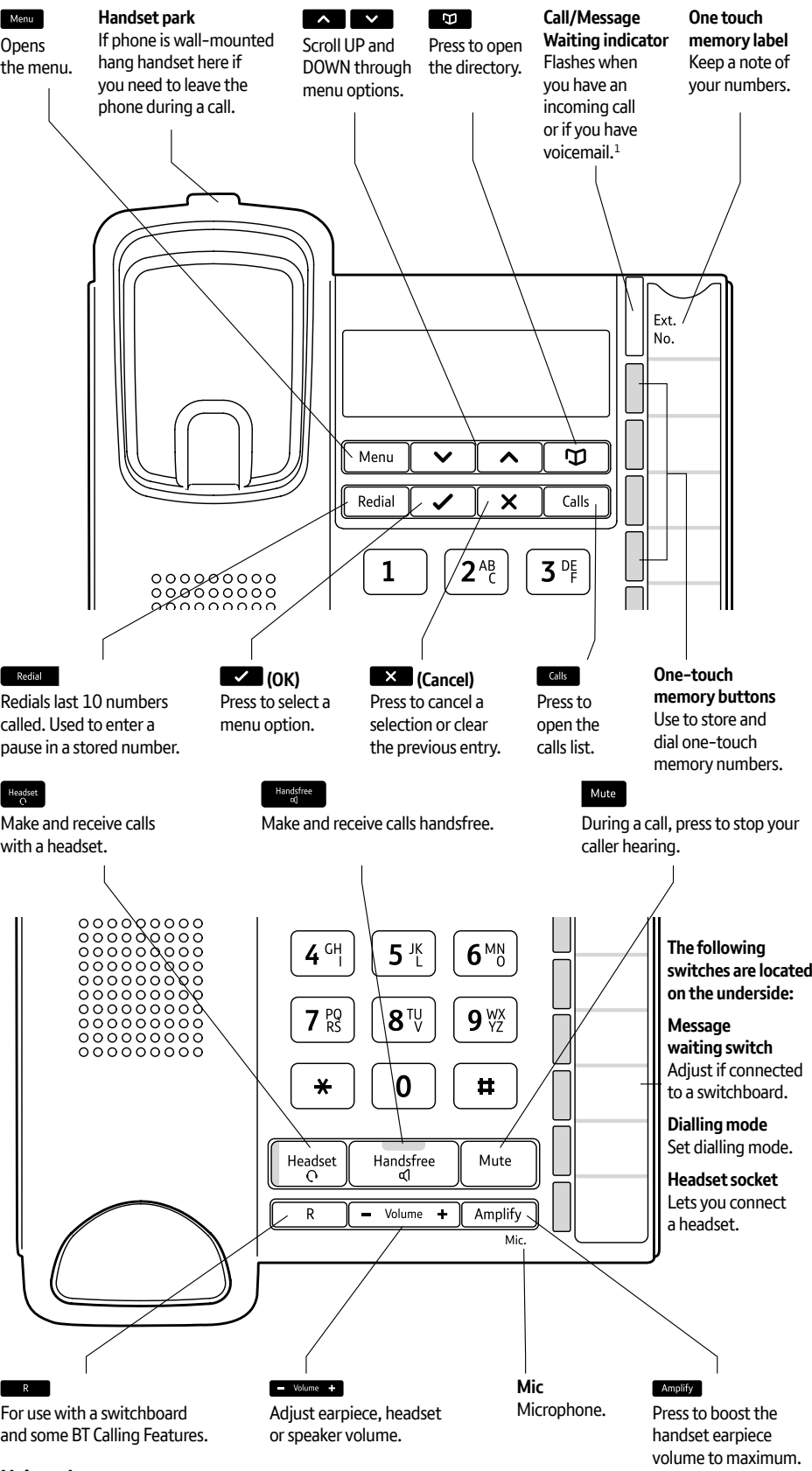


BT Converse 2300 Corded Phone User Guide



You'll need a Caller Display service from your network provider to use Caller Display enabled features, including accessing your Calls list. Charges may apply.

Your phone




Using the menu
A range of functions and settings can be accessed through the main menu.

Press **Menu** to enter the menu.
Press **Up Arrow** or **Down Arrow** to scroll through the menu list.
When you reach the end of the list, the first option is displayed again.
To select an option, press **OK**.
To return to the previous menu display, press **Cancel**.

¹ The light will only flash when connected to a PBX switch or similar.
The light will not flash when used with network services. e.g. BT 1571.

2 Go!

☆ Important

Handset & Hearing Aid 
Hearing aid wearers may benefit from switching their hearing aid to the middle T position and holding the earpiece up to the aid, not their ear. Please visit btplc.com/inclusion/ for further practical advice on using hearings aids.

Making calls

Lift the handset and dial the phone number. Replace the handset to end the call.

Make a call using a headset

☆ **Tip**
Headsets are not supplied. However, you can purchase headsets (with RJ11 jack) by visiting shop.bt.com

Plug the headset into the socket marked  on the underside of the base.

Press **Headset** and dial the number. When the headset is in use the headset indicator (on the **Headset** button) will be lit.

Press **Headset** to end the call.

Receive a call using a headset

When the phone rings and the headset is plugged in, press **Headset** to answer.

Redial (up to last 10 numbers)

Press **Redial**, scroll **Up Arrow** or **Down Arrow** to the number you want and either lift the handset to dial, or press **Handsfree** or **Headset**.

Handsfree

Press **Handsfree** during a call to switch between earpiece and loudspeaker.

Mute

Press **Mute** during a call. The red Mute light (on the **Mute** button) comes on and your caller cannot hear you. Press **Mute** again to return to your caller.

Adjust the ringer volume

There are 4 volume settings: 1, 2, 3 and Off.

Press **Menu** and scroll **Up Arrow** or **Down Arrow** to display Ringer Volume. Press **OK**.

Scroll **Up Arrow** or **Down Arrow** to the setting you want.

Press **OK** to confirm. Display shows Saved.

Press **Menu** to return to standby.

Adjusting the ringer tone

There are 3 tones to choose from: Tone 1, Tone 2 and Tone 3.

Press **Menu** and scroll **Up Arrow** or **Down Arrow** to display Ringer Tone. Press **OK**.

Scroll **Up Arrow** or **Down Arrow** to the setting you want.

Press **OK** to confirm. Display shows Saved.

Press **Menu** to return to standby.

Caller Display and the Calls list

☆ Important

You must subscribe to a Caller Display service for this feature to work. Your network provider may charge you for this service.

View and dial from the calls list

Press **Calls**. Display shows most recently received call.

Press **Up Arrow** or **Down Arrow** to scroll through the list.

Lift the handset, or press **Handsfree** or **Headset** to dial a displayed number.

Directory (up to 100 entries)

Storing new directory entries

Press **Menu** then **Menu**. (When you store your very first entry you will not need to press **Menu**).

Display shows Add New Entry. Press **OK**.

Display shows Enter Name: Enter the name and press **OK**.

Display shows Enter Number: Enter the number and press **OK**. The display shows Entry Saved.

Dialling a directory entry

Lift the handset or press **Handsfree** or **Headset**.

Press **Menu**. The first number in the directory is displayed.

Scroll **Up Arrow** or **Down Arrow** to the number you want.

Press **OK** to dial.

One-touch memory buttons (M1-M10)

Store/replace a one touch number

Press and hold the one touch memory button that you want to store a number under. The display shows Enter/Edit number.

Enter the telephone number you want to store, then press the same one touch memory button or the **OK** button to save the number.

Slide the memory label out so you can write the number you have stored under each button.

Dial a one-touch number

Lift the handset or press **Handsfree** or **Headset**.

Press the grey one-touch button you want to dial.

Help

Most problems can be fixed with a few simple checks.

Problem	Solution
No dial tone	Only use the cables supplied. Make sure the telephone line cord is plugged in correctly.
You have a dial tone, but the phone will not dial out	If you are connected to a switchboard, check whether you need to dial an access code or if you need to change the dial mode.
Phone ringer does not ring	Is the ringer volume switched off? Adjust the volume.
Using broadband on the same phone line?	To avoid problems with your broadband or noise on your phone line, you might need to plug your telephone line cord into the wall socket via a microfilter (not supplied). If your main phone socket has a single socket, as shown, you'll need to use microfilters. You don't need to use microfilters if your main phone socket has two separate sockets, like either of these:

Free Technical Help & Support

- A full list of frequently asked questions and the complete user guide are available online at bt.com/producthelp
- If you cannot find the answer to your problem in the full online user guide, then please call our free Helpline on **0800 145 6789***. Our dedicated advisors are more likely to be able to help you than the retailer where you made your purchase.