Konftel 300Wx Quick Start Guide

The Konftel 300Wx is a battery-driven wireless conference phone that can be connected to DECT systems, mobile phones or PCs. It can be connected to a Konftel DECT base station or any GAP/CAT-iq-compatible DECT system.

A user guide with detailed instructions about connectivity options and features is available on our website: www.konftel.com/300wx.

**SD memory card port**
It is possible to record a call in progress and use the Konftel 300Wx as a dictaphone.
Press the button to start and stop recording.
Recordings can be accessed via the menu.

**LEDs**
- Flashing blue: Incoming call
- Steady blue light: Call in progress
- Flashing red: Hold, microphone and speaker turned off
- Steady red light: Mute, microphone turned off

**Display symbols**
- Signal strength DECT
- Date
- Time
- Battery status
  - Fully charged
  - < 1 hr talk time

**Charging the battery**
Charge the battery by placing the Konftel 300Wx on the charging stand or plug the power cable into the Konftel 300Wx.
A fully-charged battery provides up to 60 hours of talk time. The Konftel 300Wx lets you know when there is less than one hour of talk time left.
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- alphanumerical buttons
- Hold down a button for 2 seconds to open the phonebook
- increase volume
- Decrease volume
- mute

Connectivity options

The Konftel 300Wx menu contains the following options:

- CALL LIST
- PHONE BOOK
- CONF GUIDE
- RECORDING
- SETTINGS
- STATUS

Press 🌟.
Select the option you want from the menu using the arrow keys. Press OK to confirm.
Cancel the setting or go back one level in the menu by pressing • ←.
Quit the menu by pressing 🌟 again.

Note that after you have made changes to a setting, you must press OK to activate the setting.
GETTING STARTED

BASE STATION REGISTRATION

➤ Put the base station in registration mode.
➤ Select 🌀 > SETTINGS > DECT > REGISTER.
➤ Select a base (1–4).
➤ Enter the base station’s PIN code.

ℹ️ The default code is 0000 for the Konftel DECT base station.

The conference telephone will now search for a base station. The base station has to be in registration mode. If registration was successful, the word SUCCESS will appear in the display. The conference phone is now ready to use.

USING A COMPUTER

➤ Connect the Konftel 300Wx to a computer using the USB cable provided.
➤ Check that Konftel 300Wx USB Audio is set as the sound device in the computer’s settings.

Making VoIP calls

➤ Make the call (or answer an incoming call) using the computer’s VoIP software, for example a web conference software, Microsoft Lync® or Skype®.

USING A MOBILE PHONE

➤ Connect a mobile phone using an accessory cable.
➤ Press the ☎️ key. Select MOBILE and press OK to confirm.

Making mobile calls

➤ Press 📞 to activate the Konftel 300Wx.
➤ Connect the call with the mobile phone.
ANSWERING AND MAKING CALLS

- Press 📞 to answer an incoming call.
- Dial the number and press 📞 to make a call.
- Press an arrow key to open a call list containing previously dialled numbers. Call using 📞.
- Press and hold an alphanumeric button for two seconds to call a contact in the phonebook.

DURING A CALL

- Adjust the speaker volume using the keys 🔊 and 🔊.
- Press ♻ to turn off the microphone.
- Press 📞 to put the call on hold.
- Both the microphone and the speaker are turned off and the call is on hold.
- Press the same button again to reconnect the call.

MULTI-PARTY CALLS

- Note that different PBXs may require different signals. If you experience problems making multi-party calls: Please refer to the manual for information about how to make necessary settings and to your telephone administrator or service provider for specific settings.

ADDING A PARTY TO A CALL

- Press the 📞 button during the call. Calls in progress are put on hold and a second dialling tone is heard.
- Dial the second participant’s number, press and wait for an answer.
- Press the ☑ button to connect all the meeting participants.

THE CONFERENCE GUIDE

You can create groups of up to six people via ☑ > CONF. GUIDE > ADD GROUP.

- Press the ☑ button and choose a conference group. Press OK if you want to see who is in the group and 📞 to make the call.
- Follow the instructions in the guide and answer with OK or ⬅️.
- Calls in progress are put on hold when the next participant calls.
- When all participants have been called, they are automatically connected for a conference call.