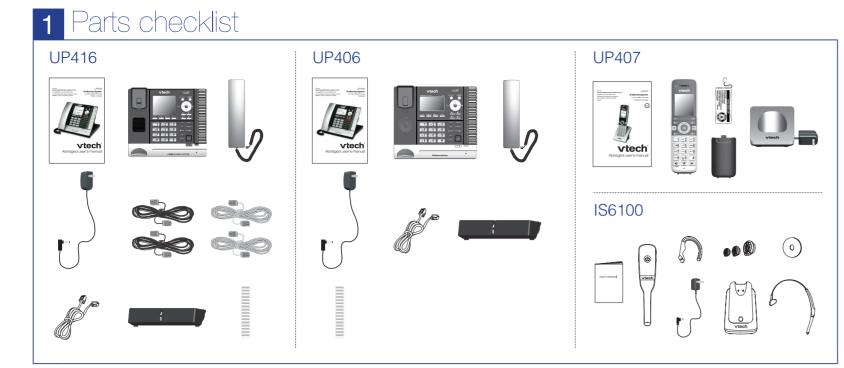
UP407 IS6100

UP416

UP406

#### ErisBusinessSystem<sup>\*\*</sup> 4-Line Office Phones



# Connect your system - console

vtech

Installation guide

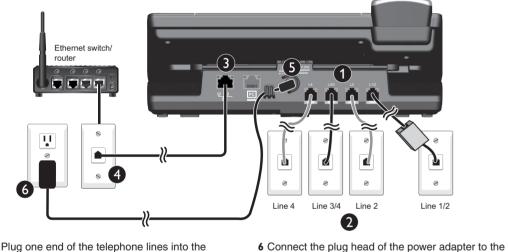
## **B** Notes

- · An Ethernet network is not required for one station.
- Install and set up the UP416 console first before expanding your system with UP406 deskset, UP407 cordless handset, and IS6100 cordless headset.
- Check and make sure your Ethernet switch or router has enough slots to accommodate the UP416 console and all UP406 desksets
- Depending on the telephone line wall jack configuration in your office, you might need to connect the telephone line cords in different ways as shown in the illustrations below.
- Connect the UP416 console to the power outlets that are not controlled by a wall switch.
- Remove the protective sticker covering the UP416 console display before use.
- · Use only the power adapter supplied with this product.
- · Only power up the system after you are fully connecting all the telephone lines and the Ethernet cable.



• To order a replacement power adapter, visit out website at businessphones.vtech.com, or call 1(800) 595-9511. In Canada, call 1 (800) 267-7377.

### Connect the console to single-line wall jacks



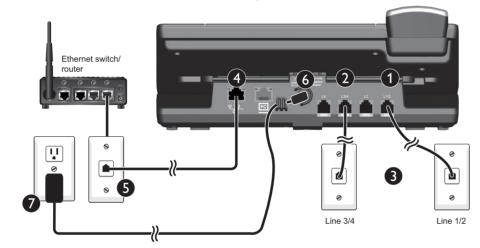
- 1 Plug one end of the telephone lines into the telephone lines into the L1/2, L2, L3/4, and L4
- jacks at the rear side of the console 2 Plug the other end of the telephone lines into the one-line telephone wall jacks.
- 3 Plug one end of the Ethernet cable into the Ethernet port (%) at the rear side of the console.
- 4 Plug the other end of the Ethernet cable into an Ethernet wall jack, which is connected to the Ethernet network.
- 5 Insert the connector of the power adapter to the power jack at the rear side of the console.

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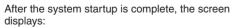
- The power adapter is intended to be correctly oriented in a vertical or floor mount position. The prongs are not designed to hold the plug in place if it is plugged into a ceiling, under-the-table, or cabinet outlet.
- Place the UP416 console away from:
- » Devices such as television sets, VCRs, or other cordless telephones;
- » Excessive heat sources; » Noise sources such as a window with traffic outside, motors, microwave ovens, refrigerators, or
- fluorescent lighting: » Excessive moisture
- » Extremely low temperature; and
- » Mechanical vibration or shock such as the open lid of a washing machine or a work bench.

### Connect the console to two-line wall jacks



## **Ø** Note

- A two-line wall jack supports two telephone numbers in one wall jack. Contact your telephone service provider for details.
- 1 Plug one end of the black telephone line cord into
- the L1/2 jack at the rear side of the console 2 Plug one end of another black telephone line cord
- into the L3/4 jack at the rear side of the console.
- 3 Plug the other end of both black telephone line cords into the two-line telephone wall jacks.
- 4 Plug one end of the Ethernet cable into the Ethernet port (%) at the rear side of the console.
- 5 Plug the other end of the Ethernet cable into an Ethernet wall jack, which is connected to the
- 6 Insert the connector of the power adapter to the power jack at the rear side of the console
- 7 Connect the plug head of the power adapter to the power outlet that is not controlled by a switch.
- → The system start up takes at least a minute, and the screen displays booting....



power outlet that is not controlled by a wall switch.

→ The system startup takes at least a minute,

• If you have DSL high-speed Internet service on

a particular line, a DSL filter (not included) is

telephone wall jack.

required for that line. Plug the DSL filter into the

and the screen displays booting....

→ Is this Console going to register UP406 Desksets? 'SELECT': Yes 'CANCEL': No

- Press **SELECT** if you want to set up multiple
- → The screen displays Console is in system
- Press CANCEL if you want to set up one station. → The screen displays Console is in standalone mode.

### Multiple stations setup

#### Obtain an IP address

Once the console is in system mode, it will automatically obtain an IP address. The screen

→ Obtaining IP from DHCP server. Please

After an IP address is obtained, the screen displays: → IP obtained: XXX.XXX.X.XXX Please set an extension number to this phone.

#### Set an extension number 1 Press MENU/SELECT.

- 2 Press **◀/REPEAT** or **▶/SKIP** to choose the desired extension number
- 3 Press MENU/SELECT again to save.
- → The screen displays Please wait... and Starting.... · When the startup is complete, the console
- enters idle screen · Wait for another minute for the console to
- synchronize. 4 Lift the handset to check on the dial tone for
- successful installation.



One station setup Once the console is in standalone mode, the screen

→ Starting...

• When the startup is complete, the console enters idle screen.

successful installation. Change from one station to multiple stations setup

Lift the handset to check on the dial tone for

You may want to change from one station to multiple stations setup at a later stage. Follow the steps

- 1 Connect the Ethernet cable between the console and an Ethernet wall jack, which is connected to the Ethernet network.
- 2 Follow steps 1 to 8 in To enable the Auto set IP under the **Network setup** section of the online complete user's manual.
- You can also manually obtain an IP address. Follow steps 1 to 8 in To enable the Set static IP under the Network setup section of the online complete user's manual.
- 3 Register your UP406 deskset to the console.

## Choose and plan your telephone system

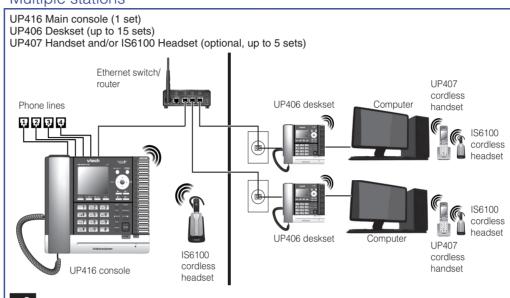
Before you start setting up your telephone system, plan it carefully. Choose between a multiple stations system or just an one station system, and then add in the accessories as you need. Contact your technical support for the Ethernet network setup. Make sure you have all the required devices and cables.

Consider the following before you start planning your system:

- ✓ Number of station(s) you need.
- ✓ Whether you have an existing Ethernet network that can be used to connect the system telephones.
- ✓ Number of cordless accessories you need.

- UP416 console is the main component of the ErisBusinessSystem. UP406 deskset and all other accessories cannot function without the UP416 console.
- You can only have one UP416 console in your system. Connect only one UP416 console to your desired telephone lines.
- Depending on the telephone line wall jack configuration in your office, you might need a DSL filter (not included)
- Expand the number of stations in your system by adding UP406 desksets. For more than one station, an Ethernet network is required.
- · Each station in your telephone system has a unique extension number.
- Only one UP407 cordless handset and one IS6100 cordless headset can be connected to the UP416 console or a UP406 deskset.
- · If a station has cordless accessories, the cordless accessories are a part of that station with the same extension number. Only one extension device can be used at a time.

### Multiple stations



**B** Note • Make sure your Ethernet switch or router has enough ports to accommodate the UP416 console, the UP406 deskset(s), and your computer(s)

### One station

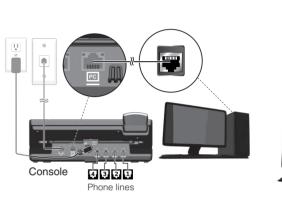
## UP416 Main console (1 set) UP407 Handset and/or IS6100 Headset (optional, up to 1 set each) Phone lines the Ethernet wall jacks are all in use. 1234 be slower. IS6100 UP407 cordless cordless handset headset

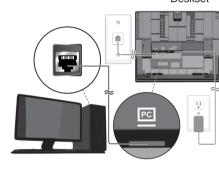
#### Maximize your existing Ethernet network setup with PC port

The PC port on the console or the deskset can maximize your existing Ethernet network and be the Internet pass-through of your computer when



- Make sure there is power connected to the UP416 console or UP406 deskset; otherwise the PC port does not function.
- This telephone system does not support
- Power over Ethernet (PoE). If you are using the Gigabit Ethernet system, the connection speed of your computer will
- 1 Unplug your Ethernet cable of your computer from the existing Ethernet wall jack.
- 2 Plug one end of the Ethernet cable into the Ethernet port (%) at the back side of the console or deskset, and the other end to the Ethernet wall jack.
- 3 Connect your computer to the Ethernet network through the PC port (E) of the console or deskset.





**B** Note

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· An Ethernet network is not required.

• To set up a new Ethernet network, contact your technical support.

# Connect your system - deskset

## **B** Notes

- Install and set up the UP416 console first before expanding your system with UP406 deskset, UP407
- cordless handset, and IS6100 cordless headset • Check and make sure your Ethernet switch or router has enough slots to accommodate the UP416
- console and all UP406 desksets. Connect the UP406 deskset to the power outlets that are not controlled by a wall switch.
- Remove the protective sticker covering the UP406 deskset display before use.
- Use only the power adapter supplied with this product.

• To order a replacement power adapter, visit out website at businessphones.vtech.com, or call 1(800) 595-9511. In Canada, call 1 (800) 267-7377.

· Only power up the system after you are fully connecting all the telephone lines and the Ethernet cable.

## Set up your deskset





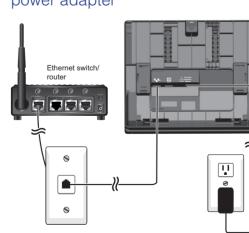


- 1 Plug one end of the coiled handset cord into the ( jack on the left side of the deskset.
- 2 Lift the kickstand to release it from the groove. There are seven pairs of grooves designed to hold the deskset at different angles for optimum
- 3 Snap the kickstand into the desired grooves until it locks into place.

## Cautions

- The power adapter is intended to be correctly oriented in a vertical or floor mount position. The prongs are not designed to hold the plug in place if it is plugged into a ceiling, under-the-table, or
- cabinet outlet. • Place the UP406 deskset(s) away from:
- » Communication devices such as television sets, VCRs, or other cordless telephones;
- » Excessive heat sources: » Noise sources such as a window with traffic outside, motors, microwave ovens, refrigerators, or
- fluorescent lighting; » Excessive moisture;
- » Extremely low temperature; and » Mechanical vibration or shock such as the open lid of a washing machine or a work bench.

### Connect the Ethernet cable and power adapter



1 Plug one end of the Ethernet cable into the Ethernet port (%) at the rear side of the

#### 2 Plug the other end of the Ethernet cable into an Ethernet wall jack, which is connected to the Ethernet network.

- 3 Insert the connector of the power adapter to the power jack at the rear side of the deskset.
- 4 Connect the plug head of the power adapter to the power outlet that is not controlled by a wall
- → The system start up takes at least a minute, and the screen displays booting....



 For better cable and cord management, route through the slots that are located at the rear side of the deskset.



#### Obtain an IP address

After the system startup, the deskset is set to obtain IP address automatically. Once the deskset is obtaining IP address, the screen displays: → Obtaining IP from DHCP server. Please

wait.. After an IP address is obtained, the screen

displays: → IP obtained: XXX.XXX.X.XXX Please

#### Register the deskset to the console

SELECT to proceed.

1 Press MENU/SELECT to select the obtained IP

→ The screen displays Enter the name of the Console connecting to this phone.

#### 2 Press MENU/SELECT again.

→ The screen displays Console's name. → Then, the screen displays Please set an extension number to this phone.



• By default, the console's name is Console.



• If you have changed your console's name, enter the same name using the dialing keys on the deskset » Press **DELETE** to delete a character.

» Press **◄/REPEAT** or **►/SKIP** to move the

- cusrsor left or right.
- » Press 0 to add a space » Press MENU/SELECT to save.
- 3 Press MENU/SELECT.
- 4 Press **◀/REPEAT** or **▶/SKIP** to choose the desired extension number.
- The extension numbers ranges from 11 to 26.
- 5 Press MENU/SELECT
- → The screen displays Connecting to Console.... This takes up to 60 seconds to
- → Once completed, the screen displays. Connected to Console, and then Starting...

### **B** Note

• Console in here represent the console's name. If you have changed it, it would display your chosen console's name.

- When the startup is complete, the deskset enters idle screer
- 6 Lift the handset to check on the dial tone for successful installation



 If the registration between the console and the deskset is not successful, the deskset screen will return to the previous menu. Try the registration process again.

If you want to replace a deskset and keep the same extension number, release the extension number after disconnected from the console, see Release extension **number** of the UP416 online complete user's manual.



• Make sure you assign a unique extension number to the UP406 deskset

### Caution

• The power adapter is intended to be correctly oriented in a vertical or floor mount position. The prongs are not designed to hold the plug in place if it is plugged into a ceiling, under-the-table, or cabinet outlet.

You can connect corded or cordless accessories to the system.

#### Connect corded headset

Plug any industry-standard 2.5mm corded telephone headset into the **HEADSET** jack (n) on the side of the console or deskset. For optimal result, use a VTech 2.5mm corded headset (sold separately).

#### Connect cordless devices

You can connect a UP407 cordless handset and an IS6100 cordless headset to the UP416 console or a UP406 deskset.

#### Connect the cordless handset charger



### Install the cordless handset battery

- 1 Plug the battery connector securely into the socket inside the handset battery compartment. Make sure the THIS SIDE UP label faces up.
- 2 Align the cover flat against the battery compartment. Slide it upwards until it clicks
- 3 Dock the handset to the charger. The CHARGE light is on when charging.

## **B** Notes

Connect and charge your accessories

- Make sure you connect no more than five cordless accessories.
- Only one UP407 cordless handset and one IS6100 cordless headset can be connected to the UP416 console or a UP406 deskset
- For the optimum range and better reception of your cordless accessories, place the UP416 console and UP406 deskset in center of an open location
- · If a station has cordless accessories, the cordless accessories are a part of that station with the same extension number. Only one extension device can be used at a time.
- The **HEADSET** button on the UP416 console or UP406 deskset is for the corded headset only. For
- operation details of the corded headset, refer to the user's manual of the corded headset. Connect the charger to the power outlets that are not controlled by a wall switch.
- · Use only the supplied power adapter and supplied rechargeable battery with this product, or replacement battery (model BT166342). To order a replacement power adapter or repacement battery, visit our website at businessphones.vtech.com, or call 1(800) 595-9511. In Canada, dial 1 (800) 267-7377.
- N'utilisze que le bloc-piles inclus avec cet appareil ou l'equivalent (modèle BT166342). Pour commander un bloc-piles, composez le 1 (800) 267-7377 ou visitez notre site Web au businessphones.vtech.com.

- If you plan to have a UP407 cordless handset and an IS6100 cordless headset to your UP416 console or UP406 deskset, connect the cordless handset first, and then the cordless headset
- · Disconnect and remove the battery to prevent possible leakage if you do not use the handset for a long time.





# Once you have installed the battery, the screen indicates the battery status.

Battery indicators	Battery status	Action
The screen is blank, or shows <b>Place in charger</b> and $\widehat{\Box}$ flashes.	The battery has no or very little charge. The handset cannot be used.	Charge without interruption for at least 30 minutes.
The screen shows <b>Low battery</b> and [] flashes.	Battery has enough charge to be used for a short time.	Charge without interruption for at least 30 minutes.
The screen shows EXT XX. (XX represents the extension number of the device, which the handset is registered to).	Battery is charged.	To keep the battery charged, dock the handset to the charger when not in use.

# 8 Register your cordless handset and headset

# **B** Note

Register each UP407 cordless handset or

1 Lift the cordless handset up from its charger.

→ The handset screen displays Choose

Then, on the UP416 console or UP406 deskset:

3 Press ▲ or ▼ to scroll to Registration, and press

4 Press MENU/SELECT or ►/SKIP again to select

→ The console or deskset screen displays

Registering handset...(Put handset on

5 Dock the unregistered cordless handset back to

→ The handset screen displays Registering...

· The registration takes up to 60 seconds to

console or deskset screen displays Handset

registered, and the handset screen displays

6 Lift the handset, then press the desired line key

· If you hear a dial tone, the registration is

• If there is no dial tone, and the registration

is not successful, the console or deskset

screen will return to the previous menu

Wait for about two minutes, then try the

step 1 of Register handset.

registration process again - starting from

• When the registration is complete, the

Please wait. The handset beeps once and

handset on cradle to register.

IS6100 headset separately.

Cordless handset

Register handset

2 Press MENU/SELECT.

Handset

the charger.

complete.

Ext Handset

(LINE 1 to Line 4).

successful

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MENU/SELECT or ▶/SKIP.

cradle to start).

begins registering.

**G** Note

 Make sure the IS6100 headset is charged before use. Refer to the IS6100 user's manual for the detailed opeartions.

### Before registering

Cordless headset

Place the headset in the headset charger, and take note of the color of the **b** button.

- Handset in Registration at base menu. Put · If it flashes in red and blue alternately, the
  - headset is unregistered · If it is in constant red light, the headset is charging
  - and registered to other device.
  - · If it is in constant blue light, the headset is fully charged and registered to other device.

If your headset is previously registered to other device, deregister it first.

• To deregister, refer to the user's manual of the telephone to which your headset is currently registered.

#### Register headset

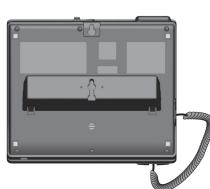
- 1 Place the headset in its charger, and charge it for at least five minutes
- 2 Lift the headset up from its charger.

Then, on the UP416 console or UP406 deskset:

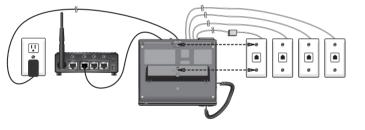
- 3 Press MENU/select.
- 4 Press ▲ or ▼ to scroll to Registration, and press MENU/SELECT or ▶/SKIP
- 5 Press ▲ or ▼ to scroll to select **DECT Headset**, and then press MENU/SELECT or ▶/SKIP.
- → The console or deskset screen displays Registering DECT Headset...(Put DECT headset in charger)
- 6 Dock the headset back to its charger.
- The registration takes up to 60 seconds to complete.
- or deskset screen displays DECT Headset
- 7 Lift the headset, then press **b** on the headset.
- If you hear a dial tone, the registration is successful.

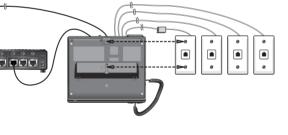


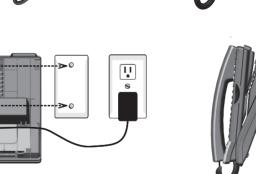




**Deskset** 







## Mount your console or deskset

- 1 Unplug the power adapter from the power outlet, and unplug the Ethernet cable from the Ethernet switch or router.
- For console, unplug the telephone line cords from the wall jacks or DSL filters.
- 2 Put the corded handset aside.
- 3 Use a coin to rotate the handset tab 180 degrees. • The protruding edge holds the corded handset

when the phone is mounted on the wall.

- 4 Lift the kickstand to release it from the grooves.
- **5** Snap the kickstand into the outermost groove until it locks into place.
- 6 Install the wall mount bracket to the console or deskset. Make sure it locks into place. Insert the upper tabs of the mounting bracket
- deskset. Press the lower tabs of the mounting bracket into the lower slots at the back of the console or

into the upper slots at the back of the console or

- 7 Reconnect the telephone line cords, the Ethernet cable, and the power adapter back.
- · For details, refer to the Connect your system -Console and Connect your system - Deskset

- 8 Align the upper wall mounting hole on the back of e or deskset with the upper tab of the standard wall plate.
- 9 Push the console down until it clicks securely in



• For better cable and cord management, bundle the telephone line cords. Ethernet cable, and the power adapter neatly with twist ties.

### Wall mount to tabletop installation

1 Untie the bundled cable and cords.

sections.

- 2 Push the console or deskset up to unmount from the standard wall plate.
- 3 Unplug the telephone cords (or DSL filters from the wall, the Ethernet cable, and the power adapter.
- 4 Reconnect the telephone line cords, the Ethernet cable, and the power adapter back. · For details, refer to the Connect your system -

Console and Connect your system - Deskset

# • Same goes for the lower mounting hole and the

• Use two 10mm screws and wall anchor (not provided) to hold charger. Purchase them in any hardware or consumer electronics retailers. Suggest to use a professional to install the

Mount your handset charger

1 Use a pencil to mark two holes, with 30mm apart, onto the desired location of the wall. 2 Drill two holes in the wall according to the marks.

### **B** Notes

**Ø** Notes

charger.

2

- If you drill the holes into a stud, go to step 3. • If you drill the holes into an object other than a stud, go to step 4.
- 3 Insert the screws (not provided) into the holes, and tighten them until only 1/4 inch of the screws are exposed.

4 Insert the wall anchors (not provided) into the

holes, and tap gently on the ends with a hammer

until the wall anchors are flush with the wall. 5 Align the mounting holes of the charger with the screws on the wall. Slide the charger down to mount.

# ? Frequent asked questions

If you cannot find the answer to your question, visit our website at businessphones.vtech.com or call 1 (800) 595-9511 for customer service. In Canada, call 1 (800) 267-7377.

# Question

I cannot obtain an IP address after I powered up the console or deskset. What should I do?

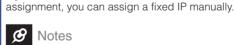
Make sure the Ethernet cable is connected properly and securely or

• On the console or deskset, connect the Ethernet cable to the Ethernet port (많) instead of the PC port (回). • On the router end, connect the Ethernet cable to the LAN port

Make sure the router is on and working properly.

instead of the WAN port.

Make sure the router's DHCP server is on. Contact your technical support for more details If you do not want to use the DHCP server for automatic IP



- When you enter a specific IP, make sure the IP range is not
- blocked by the Ethernet switch or router. Make sure you assign a unique IP for each station, and no other
- network device is using the same IP address.
- Make sure the first 3 sets of digits in the IP address are the same among the console and all desksets.

## 1 Press ▲ or ▼ to scroll to Set static IP.

- → The screen displays Enter static IP.
- Use the dialing keys to enter a specific IP • Press **DELETE** to delete a character.
- · Press # to add a dot. • Press **◀/REPEAT** or **▶/SKIP** to move the cursor to the left or
- 2 Press MENU/SELECT
- Use the dialing keys to enter a specific subnet mask. 3 Press MENU/SELECT again.
- → The screen displays Router/Gateway:
- Use the dialing keys to enter a specific gateway. 4 Press MENU/SELECT the third time to save.

→ The screen displays Subnet mask:

For console, follow the screen display instructions to set the extension number.

For deskset, follow the screen display instructions to connect the console and set the extension number.

# here is no dial tone. What should

Make sure the console and deskset is installed properly. Disconnect the telephone line from the console and connect it to a different telephone. If there is no dial tone on that telephone either. the problem is in your wiring or local service. Contact your telephone

service provider. Your telephone line cords or Ethernet cable might be defective. Try installing new ones.

Make sure a line is selected. Press a line key (Line 1-Line 4) or SPEAKER **●**D.

If there is no dial tone when you press **HEADSET**, make sure the corded headset is firmly connected to the n jack. You have to deregister the registered cordless devices first, and then register each device separately

 Make sure the console or deskset is not in use before deregistration

On the console or deskset 1 Press MFNII/select 2 Press ▲ or ▼ to scroll to **Registraion**, and press MENU/SELECT or

3 Press ▲ or ▼ to scroll to **Deregistraion**, and press MENU/SELECT

→ The console or deskset screen displays **Deregister all** 

devices? Press 'SELECT' to confirm. Press MENU/SELECT to confirm.

 The process takes up to 10 seconds to complete. • If the deregistration is successful, the console or deskset screen

The console or deskset screen returns to the **Registration** menu. To return to the idle screen, press CANCEL twice.

will display Handset deregistered. DECT headset deregistered.

To register a cordless handset or cordless headset again, see Register your cordless handset and headset section.

• If there is no dial tone, or the **b** button on the

headset flashes in red and blue alternately,

then the registration is not successful. Remove

the headset from its charger, and wait for about

two minutes. Then, try the registration process

again - starting from step 2 of Register

qiT 49

headset.

• When the registration is complete, the console registered.

I want to replace my cordless

nandset or cordless headset

What should I do?