



Bringing it all together

BT Paragon 510

User Guide



Welcome...

to your BT Paragon 510
corded digital telephone



- Directory lets you store up to 200 names and numbers for easy dialling.
 - Copy the whole directory or individual entries to and from your mobile phone SIM card.
 - Send and receive SMS text messages.¹
 - Caller Display lets you see who's calling and your phone stores details of the last 30 callers in a Calls list.²
 - Handsfree – make and receive calls using the built-in loudspeaker.
 - Calendar and alarm.
- 1 Requires subscription to a Caller Display Service and you must not withhold your telephone number. A quarterly fee maybe payable.
 - 2 Requires subscription to a Caller Display Service. A quarterly fee maybe payable.

This User Guide provides you with all the information you need to get the most from your phone.

You must first set up your phone before you can use it. This doesn't take long as it is easy to do.

Just follow the simple instructions on the next few pages.

Need help?

If you have any problems setting up or using your BT Paragon 510, contact the Helpline on 0870 240 3962* or email bt.helpdesk@vtecheurope.com

Alternatively, you may find the answer in the 'Help' section at the back of this guide.

*Calls provided by BT will be charged at up to 8 pence per minute.
A Call Set-Up Fee of up to 6 pence per call applies to calls from Residential lines.
Prices correct at time of going to press. See www.bt.com/pricing for details.
Mobile and other providers' costs may vary.

Got everything?

- BT Paragon 510 corded telephone
- Mains power adaptor (Item code: 039953)
- Telephone line cord
- Desk mounting plinth

IMPORTANT

Only use the telephone line cord supplied.

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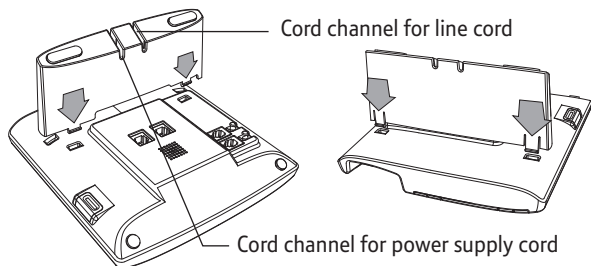
Getting started

Location

You need to place your BT Paragon 510 close enough to a mains power and telephone socket so that the cables will reach.

Setting up

1. Attach the desk mounting plinth.



2. Connect the straight end of the curly handset cord into the base. Connect the other end of the cord to the handset.
3. Plug the mains power adaptor into the power socket on the underside of the base. Plug the other end into the mains socket and switch the power on. The display lights up.

WARNING

Do not place your BT Paragon 510 in the bathroom or other humid areas.


IMPORTANT

The BT Paragon 510 will still be able to take and receive calls during power failure as long as the telephone line cord is still plugged in. Full functionality will of course be limited.

Using your BT Paragon 510 on a Broadband line?

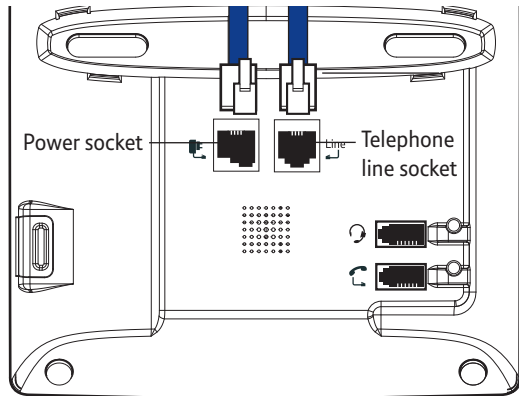
If this product is to be used on a broadband line then you must ensure that it is connected via an ADSL microfilter. Using this product on a Broadband line without an ADSL microfilter may cause problems with this product and your Broadband service.

Additional BT ADSL microfilters can be purchased from www.shop.bt.com

 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.

If you experience poor speech quality or interference, make sure the product is not located too close to other electrical appliances.

4. Connect the telephone line cord to the base of the BT Paragon 510 corded telephone and plug the other end into the wall socket.



5. Press the line cables into the grooves on the base of the phone so that the phone can lie flat.

Providing you have subscribed to your network's Caller Display service, the day and time is automatically set when you receive your first incoming call.

However, you can also set the date and time manually, see page 41.

Your Paragon 510 is now ready for use.

Getting to know your phone

Buttons

Display

Shows the status of your phone.

Calls indicator

Indicates incoming calls or new calls in the calls list, p22.

Menu

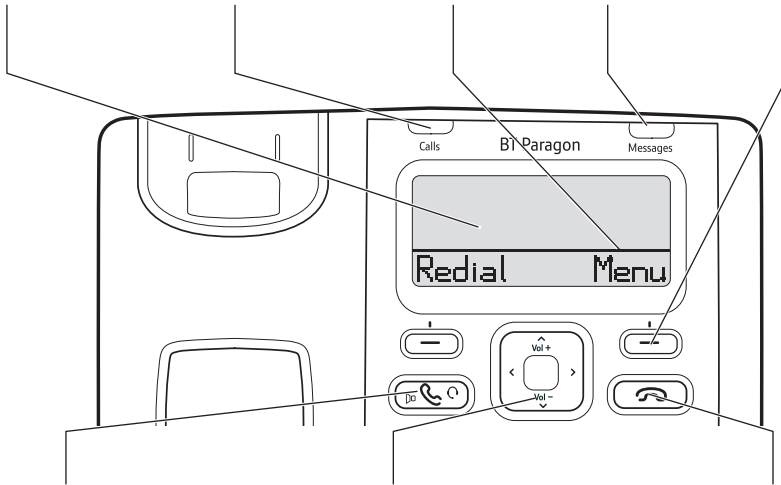
Opens the menu, p11.
Selects on-screen options.

Messages

Indicates new text messages.

Options

Selects the option displayed on-screen.



Talk/Handsfree

Press to make a call, p13.
Handsfree calling, p13.
Headset calling, p14.

Navigation

- ^v Scroll through menu options, adjust the volume during calls, p14.
- < Open the Appointments calendar during a call, p38.
- > Moves the cursor when entering text.

End Call

Press to end a call.
Also lets you exit from the menu.

Buttons


BT

Press to access a range of BT Calling Features, p25.

R (Recall)

For use with switchboards and certain network services.

(1) (2) (3)

2 Touch memory buttons. Use in conjunction with phonebook button  to quick dial 3 of your contacts, see page 43 for more details.

*

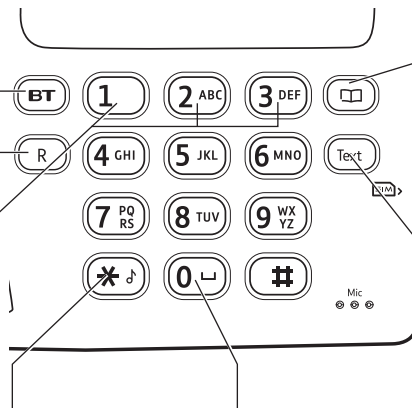
Switch between upper and lower case letters when entering text, p17.
Press and hold for 5 seconds to turn ringer on/off.

0

Press and hold to insert a Pause, p17.

Text

Opens the SMS text menu, p28.



Phonebook

Opens the 200 entry phonebook menu, p17.

SIM reader

Insert a SIM card for copying entries to and from the phonebook.

Display icons & menu navigation

Main display icons



Ringer off



Alarm on



On-hook,



Off hook



Handsfree



New text messages



New calls received

Navigating the menu

Your BT Paragon 510 has an easy menu system.

1. Press **Menu** to open the main menu or press the individual feature button e.g. **Text** to open a specific menu.
2. Scroll **^** or **v** to the option you want.
3. Press the **OK** option button to select the feature displayed or press the **Back** option button to return to the previous level.

Exit menu

If you want to exit a menu or the directory, either press **Call** to return to standby or press the **Back** option button until the standby screen appears.

Menu map



Settings

Date/Time
Sounds
Display
Speed dial
Dial mode
Auto Prefix
(PBX access)
Default reset

Calls list

Show details
Save entry
Delete entry
Delete all

Appointments

Appointment 1-5
Edit
Delete

Alarm

On/Off
Time
Ringtone

The following menus can be accessed by pressing the relevant button:

Phonebook

New entry
Show details
Delete entry
Edit entry
SIM copy
Delete all

Text messages

Write message
Inbox
Drafts
Outbox
Templates
Text settings

BT Calling Features

Helpdesk
Directory enquiries
Divert on
Divert off
Check divert
Call waiting on
Call waiting off
Check call waiting

Using your phone

Making calls

Dial a number

1. Lift the handset and dial the number.




Preparatory dialling

1. Enter the number first. If you make a mistake, press the **Clear** option button.
2. Lift handset to dial.

End a call

1. Replace handset.

Handsfree

1. Press . The display shows  and you can hear the dial tone. Dial the number.
2. Press  again to end the call.

Call timer


Your phone automatically times the duration of every external call.

The time is shown on the display during the call and for a few seconds after the call has ended.

Handsfree lets you talk to your caller without holding the handset. It also enables other people in the room to listen to both sides of your conversation.

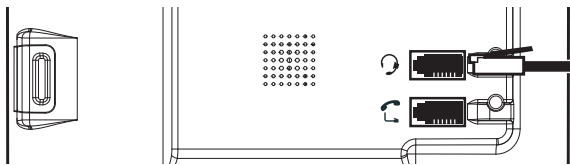
To switch a handsfree call to the handset, lift the handset.



You can use a headset with your BT Paragon 510. A headset is not supplied with the product.

When using the headset, you can switch to using the handsfree loudspeaker by simply pressing the  button.



Headset

1. Plug the headset into the socket.




2. Press the  button twice to answer a call or get a dial tone if dialling out. Press the  button to end your call.

Switch a call from headset to handset.

1. During a call via the headset, lift the handset. The call is automatically switched to the handset.
2. Press  to switch the call between the headset and the handset.
3. Replace the handset to end the call or press .

Volume




1. During a call, press  or  to increase or decrease the call volume.

Secrecy



1. During a call, press the **Secrecy** option button. Display shows **SECURITY ON**. Your caller cannot hear you.
2. Press **OFF** to resume your call.

Redial

You can redial any of the last five numbers.

1. Press the **Redial** option button. The last number dialled is displayed.
2. Scroll  or  to the number you want.
3. Lift the handset or press  to dial.





Delete a redial number

1. Press the **Redial** option button. Scroll  or  to the number you want.
2. Press the **Options** option button. **DELETE ENTRY** is highlighted.
3. Press **OK**. The number is deleted. Press the **Back** option button until you return to standby.


When on a call, you can talk to someone in the same room without your caller hearing.

When in 'call' and 'secrecy' mode, please note that no other features such as 'appointments' or 'phonebook' can be accessed.

Save a redial number to the directory

1. Press the **Redial** option button. Scroll  or  to the number you want.
2. Press the **Options** button and scroll  to **SAVE NUMBER**. Press **OK**.
3. Enter the **NAME** (see Entering names page 17).
4. If necessary scroll  to edit the **NUMBER** then press **Save**. **SAVED** is displayed. Press the **Back** option button until you return to standby.

Delete all redial numbers

1. Press the **Redial** option button. The last number dialled is displayed.
2. Press the **Options** option button then scroll  to **DELETE ALL CALLS** and press **OK**. **DELETE ALL CALLS?** is displayed.
3. Press **Yes** to confirm or **No** to cancel. Press the **Back** option button until you return to standby.

If the mains power fails


If your BT Paragon 510 loses mains power or if it is unplugged, you are still able to make and receive calls including 999 and 112 calls to emergency services.

The display will not come on and the answering machine will not function.

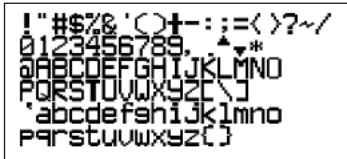
If the mains power fails your phonebook entries will remain stored.

Phonebook


Open the phonebook

1. Press . Stored entries are displayed alphabetically.

Character map



New phonebook entry

1. Press  then, press the **Options** option button. Display shows NEW ENTRY. Press **OK**.
2. Use the keypad to enter the name and then the telephone number.
3. Press the **Save** option button.
4. To add another entry, press the **Options** button or press **Back** to return to standby.

You can store up to 200 names and number in the phonebook. Names can be up to 14 characters long and numbers up to 24 digits long.

Entering names

Use the keypad letters to enter names, e.g. to store

TOM:

Press  once to enter T.

Press  three times to enter O.

Press  once to enter M.

Writing tips

If you make a mistake, press **Clear** to delete the last character or digit.


Press  to insert a space.

Press  to switch between lower case and upper case letters.







Your phone is set to insert the first letter of a name as an upper case letter. The rest will be in lower case.

Insert a pause




You may need to do this if your BT Paragon 510 is connected to a switchboard. A Pause gives the switchboard time to get an outside line before dialing the number.

When entering a number, usually after entering the switchboard access code (e.g. 9) press and hold  until P appears in the display.




Dial from the phonebook


1. Press  then scroll  or  to the entry you want.
2. Alternatively, press  then enter the first letter of the name you want. E.g. for Emma, press  twice to display names beginning with E, then scroll to the name you want.
3. Lift the handset or press . The number is displayed and dialled.

View an entry




1. Press  and scroll  to the entry you want then press **Options**.
2. Scroll  to **SHOW DETAILS** and press **OK**. The name and number are displayed.
3. Press **Back** return to standby.

Edit an entry



1. Press  and scroll  to the entry you want then press **Options**.
2. Scroll  to **EDIT ENTRY** and press **OK**, edit the name using the **Clear** option button to delete unwanted characters and replace with the correct ones.

3. Scroll  to the number and edit it in the same way.
4. Press **Save**. Press **Back** to return to standby.

Delete an entry

1. Press  and scroll  to the entry you want then press **Options**.
2. Scroll  to **DELETE ENTRY** and press **OK**.
3. **DELETE X?** is displayed. Press **Yes** to delete or **No** to cancel.
4. Press **Back** to return to standby.

Delete the entire phonebook

1. Press  then press **Options**.
2. Scroll  to **DELETE ALL** and press **OK**.
3. **DELETE ALL ?** is displayed. Press **Yes** to delete or **No** to cancel.
4. Press **Back** to return to standby.

If a copied name has more than 14 characters, your BT Paragon 510 will store the first 16 characters only.

If the copied entry has more than 24 digits, your BT Paragon 510 will store the first 24 digits only.



Copy SIM

Copy entries to and from compatible mobile phone SIM cards. Copied entries are added to any existing entries that have been stored. You can accept or reject each entry until your directory is full.

Copy phonebook entries to or from a SIM card

1. Insert the SIM card into the SIM READER slot on the Paragon 510 corded telephone.



2. Press  then **Options**.
3. Scroll  to **SIM COPY** and press **OK**.

4. If the SIM you have inserted is PIN protected **SIM LOCKED!** will appear on your screen. You must return the SIM to your mobile handset and remove the PIN* before you can copy the SIM to your Paragon.

The screen displays **SIM TO PHONE** or **PHONE TO SIM**.
If copying to the SIM Card, scroll **▼** to highlight **PHONE TO SIM**.

5. Press **OK**. Screen shows **COPY ENTRY / COPY ALL**.
6. Press **▲** or **▼** if required to highlight the option you want and press **OK**. When viewing or selecting a name from the SIM prior to copying to your Paragon, the names may not be in alphabetical order.
7. The screen confirms **COPIED**.
8. Press **Back** to return to standby.

Memory Full

If your phonebook memory becomes full, the display shows **MEMORY FULL!** All entries stored up until the memory becomes full are kept in the phonebook.

If you have problems copying directory entries from your SIM onto the Paragon 510 place the SIM back into your mobile and confirm that the directory entries are stored on the SIM and not within the mobile handset directory. If this is not the case then you will need to copy the entries from your mobile handset directory onto the SIM. Refer to your mobile user guide for details.

Your Paragon may take up to 3 minutes to read your SIM card before copying can begin. An hourglass icon will appear on the screen during this time, please be patient as the menu will prompt you when it's ready for your next action.

*Please ensure you reinstate your PIN to your SIM when you return it to your mobile handset for regular use.

Sometimes the mobile handset directory entries will appear differently when they are copied to the SIM, with the name being appended with a number, e.g.Tom1.

If handset directory is empty, the screen only shows **SIM TO PHONE**.

If no SIM card is inserted **INSERT SIM** is displayed on the screen.

Caller Display

IMPORTANT

To use Caller Display you must first subscribe to your network provider's Caller Display service.

For more details on BT's Calling Features, call BT free on 0800 800 150.

When you have missed calls, the missed calls LED flashes and the screen tells you there are new calls in the Calls list. If the same number rings you more than once, each call is stored in the calls list.

Calls displayed as International, Withheld and Unavailable are not stored in the Calls List as no phone number is provided from the caller's network.

Calls list

The Calls list contains the telephone numbers of your last 30 callers.

Whether you take a call or not, the caller's details are stored in the Calls list. You can display, scroll through, dial and copy numbers in the list.

If a call is received when the Calls list is full, then the oldest entry will be deleted automatically.

New calls indicator



Displayed next to each new call.


If you subscribe to a Caller Display service, your handset shows who is calling (provided the number is not withheld, unavailable or is an international call).



If you have stored a name to go with the number in your handset directory, the name will be displayed instead.

View the Calls list

1. Press .

Or


Press the **Menu** option button and scroll  to CALLS LIST. Press **OK**.




2. Display shows details of calls. Scroll  or  through the list.
3. Press the **Options** option button. SHOW DETAILS is highlighted. Press **OK** to view further information including the date and time of the call.
4. Press **Back** to return to standby.

Dial from the Calls list

1. Press .

Or


Press the **Menu** option button and scroll  to CALLS LIST. Press **OK**.




2. Scroll  or  to the name or number you want.
3. Lift the handset or press  to dial.

Save a number to the phonebook

1. Press .

Or


Press the **Menu** option button and scroll  to CALLS LIST.
Press **OK**.

2. Scroll  or  through the list to the entry you want.
3. Press **Options**, scroll  to SAVE ENTRY and press **OK**.
4. Enter the name, then press **Save**.
5. Press **Back** to return to standby.

Delete an entry

1. Press .

Or

Press the **Menu** option button and scroll  to CALLS LIST.
Press **OK**.

If you manually dial a number and add an 'auto prefix' such as '9', the number will appear in the calls list with a '9' at the start. If you then try to save this number from the calls list to your directory, and you also have the 'auto prefix' function set to '9' on your Paragon then the number you have saved would have two 9's at the front when next dialled.


To avoid this, you should edit any such numbers in the calls list to remove the '9' that you had manually added when initially dialling the number.

2. Scroll **▲** or **▼** through the list to the entry you want.
3. Press **Options**, scroll **▼** to **DELETE ENTRY** and press **OK**.
4. Press **Back** to return to standby.

Delete the entire Calls list

1. Press **▼**.
Or
Press the **Menu** option button and scroll **▼** to **CALLS LIST**.
Press **OK**.
2. Scroll **▼** to **DELETE ALL** and press **OK**.
3. Press **Yes** to confirm or **No** to cancel.
4. Press **Back** to return to standby.



BT Calling Features

By pressing the  button your BT Paragon 510 gives you easy access to a range of pre-stored BT Calling Features.




These are:

- BT Helpdesk.
- BT Dir. Enquiries.
- Call Divert On.
- Call Divert Off.
- Check Divert.
- Call Waiting On.
- Call Waiting Off.
- Check Call Wait.

BT Helpdesk

1. Press  BT HELPDISK is displayed, lift the handset or press . The BT Helpdesk for this product will be automatically dialled.

BT Directory Enquiries

1. Press  then scroll  to DIR ENQUIRIES.
2. Lift the handset or press .

The BT Calling Features works in exactly the same way as the main name and number directory and can store up to 10 entries.

If you prefer, you can delete the pre-stored entries and replace them with your own numbers. New stored numbers are added to the end of the list.

Call Diversion services may allow other divert options. Check with your network provider for details.



For further information, see the BT Calling Features User Guide supplied when you subscribe to the services of your choice.

Call Waiting lets you know if another person is trying to contact you whilst on a call. If a second caller rings you will hear a beep in the handset. Providing you have Caller Display, the screen will show the caller's details.




If you are not connected to the BT network, some of these services may not be available. Please contact your Network Provider.

Call Divert on/off

When switched on you can divert all incoming calls to another number of your choice.

1. Press  then scroll  to CALL DIVERT ON or CALL DIVERT OFF.
2. Lift the handset or press  to dial and follow the spoken instructions.



Check Divert

1. Press  then scroll  to CHECK DIVERT.
2. Lift the handset or press  to dial and listen to the status of your Call Divert.

Call Waiting on/off


1. Press  then scroll  to CALL WAITING ON or CALL WAITING OFF.
2. Lift the handset or press  to dial and listen for confirmation of your instructions.

Check Call Waiting

1. Press **BT** then scroll  to CHECK CALL WAITING.
2. Lift the handset or press  to dial and listen for confirmation to hear the status of your Call Waiting.

Store / edit Calling Feature numbers

1. Press **BT** then scroll  to EMPTY or the entry you want.
2. Press **Options**.

Scroll  or  and press **OK** to select:

NEW ENTRY – to enter a new number and name

SHOW DETAILS – to see number details.

DELETE ENTRY – to delete the entry selected

EDIT ENTRY – to change the existing entry

DELETE ALL – to delete all entries in the BT Calling Features list.

3. Press **Back** to return to standby.

There are two empty slots so you can use the BT button to store and dial your own preferred numbers.

You can also edit the existing Calling Feature numbers.

SMS Text messaging

SMS stands for Short Messaging Service.

IMPORTANT

You must subscribe to your Network Provider's Caller Display service so that you can use SMS text messaging. A quarterly fee may be payable, please contact your network provider for more details.

When you are using SMS text messaging you must not withhold your telephone number or the service will not allow you to connect.

You may also send messages to landline phones that are NOT SMS compatible. Messages to non-compatible lines will be connected to voice text and delivered in spoken words to the telephone as a call. Please note that the conversion can translate common abbreviations and smileys etc, but to ensure maximum clarity of message delivery, abbreviations etc should be used sparingly.

Cost of the fixed line service

There is no subscription charge (other than the subscription to Caller Display). Visit the BT.com website (www.bt.com) to find out how much it costs to send a text message (depends upon your call package).

Welcome to the BT Text Service on your BT Paragon 510.

The SMS service is provided by BT.

Your BT Paragon 510 can send and receive messages to any mobile phone from participating mobile networks and compatible landline telephones in the UK.

The fixed line SMS service is provided under BT's terms and conditions for telephone service. These can be found by visiting the BT.com website at:
<http://www.bt.com/terms>

Subscribe to the SMS service

When you send your first SMS text message from your BT Paragon 510 you will automatically be registered for the service.

On receipt of your first SMS through the service, the system will send you a welcome SMS message back.

You may also register by sending the word 'Register' to 00000 upon which you will receive a confirmation message.





Send an SMS text message



1. Press **Text**, WRITE MESSAGES is displayed, press **OK**.
2. Use the keypad to write your message then press **Options** option button.

3. You can now scroll  or  to choose between:

SEND TO – press **OK** and either enter the number you want or the **Search** option button to display your phonebook then scroll to the entry you want. Now press **OK**. **NUMBER** is displayed, press **Send**.

SAVE MESSAGE – press **OK** to save a text in the Drafts messages box for sending later.

INSERT SYMBOL – press **OK** to display the choice of symbols. Scroll , ,  or  to the symbol you want and press the **Use** option button. The symbol is added to your text at the cursor.

TEMPLATE – these are pre-stored messages. Press **OK** and scroll  or  to the template phrase you want and press the **Use** option button. The template is added to your text at the cursor.

4. When sending a message the display shows **SENDING MSG**, and then, if the message is sent successfully, **MSG SENT**. The message is also automatically stored in your Outbox which holds up to the last five messages sent.

If there is a problem after 3 attempts, the display shows **MSG NOT SENT**. The message is stored in your Outbox and marked as not sent. The phone returns to the SMS text menu.

Your Paragon can send and receive messages up to 160 characters. If a message greater than 160 characters is received the last 3 characters will show as *** to illustrate that the end of the message had not been received.

A Failed message will appear in the outbox with a '!' between the time and date.

Receiving a call while writing a text

1. If you are writing a text and you receive a call, the text is automatically stored in the Drafts folder.
2. After the call, press **Text**, WRITE MESSAGE is highlighted, press **OK** and scroll **▼** to DRAFTS. Press **OK**.

If necessary, scroll to your message then press **Edit**. You can now continue writing your message. Press **Options** to send, save or delete your message.

Sent messages are stored in the Outbox

Your BT Paragon 510 outbox holds a copy of sent messages. When full, the newest message replaces the oldest.

Saved messages are stored in the Drafts folder

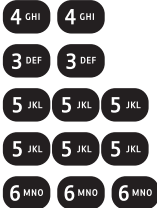
If you want to save a message to complete and/or send later you can store it in the drafts folder. When full, the newest message replaces the oldest.

The inbox, outbox and drafts folders can hold up to a combined total of 25 text messages.

Entering text

You can enter a word by pressing each letter button a number of times to display the character you want on the screen.

To write the word “Hello”, press:



Special characters

When writing texts the **1** and **0 ↵** buttons let you add punctuation.

The *** ↓** button allows you to toggle between upper, lower, sentence and number case.

To use a template, see [Send an SMS text message](#), page 28–29.

SMS templates

Use a template to add pre-set statements to make your texts easier to write.

The templates are:

- Happy Birthday!
- I'll be there at 7pm
- I'll call you
- Please call
- What time will...

When you delete a template, it is shown on the screen as **EMPTY**.

Writing tips

If you make a mistake, press **Clear** to delete the last character or digit to the left of the cursor.

1. Press **<** or **>** to move the cursor.
2. Press **0** **↵** once to insert a space.
3. Press *** 3** to switch between upper and lower case characters.

The cursor automatically moves on to the next space after a couple of seconds.

Edit SMS templates

You can overwrite the existing templates with your own messages, up to 28 characters long.

1. Press **Text**, and scroll **▼** to **TEMPLATES** and press **OK**.
2. The available templates are displayed. Scroll to the template you want and press **Options**.
3. **EDIT TEMPLATE** is highlighted, press **OK**. Press **Clear** to delete characters then enter your own template and press **OK**. You can now insert the new template into any text message.

Delete SMS templates

1. Press **Text** and scroll **▼** to **TEMPLATES** and press **OK**.
2. The available templates are displayed. Scroll to the template you want and press **Options**.
3. Scroll **▼** to **DELETE TEMPLATE** and press **OK**. **DELETE TEMPLATE?** is highlighted. Press **Yes** to confirm or **No** to cancel.

Read, edit and send draft SMS messages

If you have saved a message you have written for sending later, you can view, edit and send it from the Draft Messages box.


1. Press **Text** and scroll **▼** to **DRAFTS**. Press **OK**.
The date and time of the latest draft message is displayed.
If necessary, scroll **▲** or **▼** to the message you want and press **Edit**.
2. The message is displayed. Edit the message or press **Options**.
3. You can now choose between:
SEND TO – press **OK** and either enter the number you want or press **Search** to display your Directory then scroll to the entry you want. Now press **OK**. **NUMBER** is displayed, press **Send**.

You will not be able to receive text messages until you have first sent a message. The first sent message registers you with the text service.

Text capacity

Your BT Paragon 510 can store up to 25 text messages in total in the inbox, outbox and drafts folders.

Text memory full

The display shows  MEMORY FULL. Your Inbox is full with unread messages.




You must read and delete text messages from your Inbox before new texts can be received.



SAVE MESSAGE – press **OK** to save a text in the Draft messages box for sending later.





DELETE – press **OK** to delete the message.

DELETE ALL – press **OK** then **Yes** to confirm or **No** to cancel.

Reading SMS text messages

1. When you receive a new text message the display shows TEXT X NEW . If necessary scroll  or  to highlight TEXT X NEW and press **OK**. INBOX, is highlighted, press **OK** again.

Alternatively, open the inbox by pressing  scroll  to INBOX and press **OK**.

2. Scroll  or  to the message you want and press **Read**.
3. Scroll  or  to read through the message. You can now press **Options** to:

DELETE – deletes the current message.


REPLY – write and send a reply.

FORWARD – forward the message to another number.

CALL NUMBER – ring the number.






SAVE NUMBER – save number to the directory (if the number is already stored, this option is not displayed).

DELETE ALL – delete all messages in the Inbox.

4. Follow the on-screen prompts to save, write, send or delete the messages. Or press  to return to the previous menu level.

SMS alert

The default setting is On. You can switch this off.

1. Press **Menu**, scroll  to **SETTINGS** and press **OK**.
2. Scroll  to **SOUNDS** and press **OK**.
3. Scroll  to **TEXT ALERT** and press **OK**.
4. Press  or  to select **On** or **Off**. Press **Save**.

SMS Service Centre numbers

To send and receive SMS text messages you need the telephone number of your Network's SMS Centre.

If you accidentally delete the **SEND** or **RECEIVE SMS** Service Centre numbers you will need to re-enter them in order for your SMS Service to work. The **SEND** Service number should always be entered and saved as Serv. Centre 1 in the Text Settings menu and Receive as Ser. Centre 2.

The **SEND SMS** Service number is: **1470P170940090**.

The **RECEIVE SMS** Service number is: **08005875290**.


Your phone will beep when you receive an SMS text message.

Using more than one SMS text enabled telephone?

Only one SMS text enabled telephone base unit (digital corded or cordless) can be plugged into any one telephone line.

If you do find you want to use two base units and still receive written text messages then you will need to remove the **RECEIVE** service centre number from one of the phones. This will allow you to send text messages from any SMS phone but text messages will only be received on one base unit.

Adding or changing SMS Service Centre numbers

1. Press **Text**, scroll  to TEXT SETTINGS and press **OK**.
2. SERVICE CENTRES is highlighted. Press **OK**.

Service Centre 1 contains the pre-set send number.





Service Centre 2 contains the pre-set receive number.

Service Centre 3,4 & 5 are available for other numbers.

3. Scroll to the Service Centre you want and press **OK**. If necessary press **Clear** to delete the current number and enter the new one. Press **Save**.

Select a Send Service Centre number

If you enter additional Service Centre numbers, you can choose which send Service centre you want to use. Your BT Paragon 510 is pre-set to send using Service Centre 1 and receive using Service Centre 2.

1. Press **Text**, scroll  to TEXT SETTINGS and press **OK**. SERVICE CENTRES is highlighted.
2. Scroll  to SEND SERVICE and press **OK**.
3. Scroll  or  to select the service centre you want and press **OK**.

All messages sent will go via the selected provider.

Auto delete

With Auto delete set to ON, new text messages will automatically replace old texts when the 25 message capacity of the Outbox, Inbox and Drafts folders is full.

If set to OFF, you will need to delete texts manually when you see the Memory Full message.

The default setting is On.

Set auto delete for texts

1. Press **Text**, scroll **✓** to TEXT SETTINGS and press **OK**.
2. Scroll **✓** to AUTO DELETE and press **OK**.
3. Scroll **◀** or **▶** to select ON or OFF.

Other features

You can enter titles of appointments or other events you want to be reminded of, up to a maximum of 14 characters.

When the reminder is due, the phone rings and the display shows the title of your appointment or event.

The default ringtone will always be set as Poly 1.








Appointments

Set an appointment reminder

1. Press .

OR

Press **Menu** and scroll  to **APPOINTMENTS** .
Press **OK**.


2. The display highlights **APPOINTMENT 1**. If required, scroll  or  to the appointment you want.
3. Press **Options** then **OK**.
4. Enter the title of the appointment.
5. Scroll  to **TIME** and enter the time you want the reminder, using the 24 hour format (e.g. 1430 = 2.30pm)
6. Scroll  to **DATE** and enter the date of the reminder, using the format DD/MM/YY.
7. Scroll  to **RINGTONES** and press  or  to set the ringer melody for the reminder.
8. Press **Save** to confirm.

The reminder alarm will ring using the ringtone you have set. Press **Clear** to delete the appointment or **Silence** to switch off the alarm.

Delete an appointment

1. Press **<**.









OR

Press **Menu** and scroll **▼** to **APPOINTMENTS** .
Press **OK**.

2. The display highlights **APPOINTMENT 1**. If required, scroll **▲** or **▼** to the appointment you want.
3. Press **Options**, scroll **▼** to **DELETE** and press **OK**.
4. Press **Yes** to confirm or **No** to cancel.

Alarm clock

Set alarm clock

1. Press **Menu** and scroll  to **ALARM** . Press **OK**.
2. Press  or  to select between **OFF**, **MON-FRI**, **DAILY**.
3. Scroll  to **TIME** and enter the alarm time using the 24 hour format, e.g. 0730 = 7.30 am.
4. If required, scroll  to **RINGTONE** and press  or  to select the ringer melody you want for the alarm. The ringer melody is defaulted to Poly 1.
5. Press **Save** to confirm.

The alarm will ring using the ringtone you have set.
Press **Clear** to delete the appointment or **Silence** to switch off the alarm.

Date and time

Set date and time

1. Press **Menu**, scroll ▼ to **SETTINGS** and press **OK**.
2. **DATE/TIME** is highlighted. Press **OK**.
3. Press ◀ or ▶ to switch between 12 and 24 hour format.
4. If required press ▼ and enter the time.
5. If required, press ▼ and enter the date using the format DD/MM/YY.
6. Press **Save** to confirm

Sounds

Set ringtone and ringer volume

1. Press **Menu**, scroll ▼ to **SETTINGS** and press **OK**.
2. Scroll ▼ to **SOUNDS**. Press **OK**.
3. **RINGTONES** is highlighted. Press **OK**. Press ◀ or ▶ to select the ringtone. A sample of each ringtone is played.
4. Scroll ▼ to **VOLUME** and press ◀ or ▶ to select the level. A sample of the volume is played.
5. Press **OK** to confirm.

Display the time in 12 or 24 hour format.

Set the current time and dates.

When selecting 12 or 24 hour format please be aware that this only alters the way the time is displayed on the main screen. You will always have to enter the time in the Date/Time Settings menu using 24 hour format, even if you have selected 12 hour for the display format.

Choose from 15 ringtones. Choose the volume level from 1-5 and off.

When you press a button on the keypad you hear a tone. You can switch this tone on or off.

When you receive a new text message your BT Paragon 510 gives a beep.

Switch keypad tones on/off








1. Press **Menu**, scroll ▼ to **SETTINGS** and press **OK**.
2. Scroll ▼ to **SOUNDS**. Press **OK**.
3. Scroll ▼ to **TONES** and press **OK**.
4. Press ◀ or ▶ to select **ON** or **OFF**.
5. Press **Save** to confirm.

Switch text alert tone on/off



1. Press **Menu**, scroll ▼ to **SETTINGS** and press **OK**.
2. Scroll ▼ to **SOUNDS**. Press **OK**.
3. Scroll ▼ to **TEXT ALERT** and press **OK**.
4. Press ◀ or ▶ to select **ON** or **OFF**.
5. Press **Save** to confirm.

Display




Adjust display contrast and backlight


1. Press **Menu**, scroll  to **SETTINGS** and press **OK**.
2. Scroll  to **DISPLAY**. Press **OK**.
3. **CONTRAST** is highlighted. Press  or  to select the level. The effect of the current level is displayed.
4. Scroll  to **BACKLIGHT** and press **OK**.
5. Press  or  to select **ON** or **OFF**.
6. Press **Save** to confirm.

Speed dial

1. Press **Menu**, scroll  to **SETTINGS** and press **OK**.
2. Scroll  to **SPEED DIAL**. Press **OK**.
3. **SPEED DIAL 1** is highlighted. Press **OK** or scroll down to **SPEED DIAL 2** or **3** and press **OK**.
4. Enter the number you want to store and press **Save**. If you make a mistake, press **Clear** to delete digits.
5. Press **Save** to confirm.

To allow for different lighting conditions, you can: change the contrast on the screen (there are 5 levels) and switch the backlight On or Off.

You can store your own preferred numbers in the speed dial buttons   .

To dial, lift the handset, press and hold the  button, then scroll to select speed dial 1, 2 or 3.

You can set the dialling mode as Tone/Timer Break, /Tone/Earth or Pulse/Earth.

Tone is the default setting for the UK you should only have to change this if connected to a switchboard that requires Pulse dialling.

If connected to a switchboard, you may need to enter an access code (e.g. 9) before each number is dialled. Your BT Paragon 510 can store an access code which is automatically dialled before each number.

The access code entered will not appear physically, it will be invisible.

If set to ON, Auto prefix will only apply to numbers stored in your phonebook. Any numbers dialled manually will not be auto prefixed; this is because internal numbers are unlikely to need the prefix.

Dial mode

1. Press **Menu**, scroll ▼ to **SETTINGS** and press **OK**.
2. Scroll ▼ to **DIAL MODE**. Press **OK**.
3. Press ◀ or ▶ to select the setting you want.
4. Press **Save** to confirm.

PBX/switchboard access (Auto prefix)

Store an access code

1. Press **Menu**, scroll ▼ to **SETTINGS** and press **OK**.
2. Scroll ▼ to **AUTO PREFIX**. Press **OK**.
3. Use ◀ and ▶ to select **ON** or **OFF**. If you select **ON** follow steps 4 and 5. If you select **OFF** you will go back one level.
4. Enter the access code, e.g. 9.
5. Press **Save** to confirm.

Default reset

Reset your phone

This will restore your BT Paragon 510 to its default settings.

1. Press **Menu**, scroll ▼ to **SETTINGS** and press **OK**.
2. Scroll ▼ to **DEFAULT RESET**. Press **OK**.
3. Press **OK** to confirm or **Back** to cancel.

The default settings are:

Ringtone	1
Ringer volume	5
Handset earpiece volume	3
Handsfree volume	5
Button beeps	On
Confirmation tone	On
Text alert	On
Contrast level	3
Backlight	On
Time	12:01
Date	01.01.2007
12/24 hour format	24
Appointment ringtone	1
Auto Delete (for text settings)	Off
Answer Mode	Answer & Record
Call screening	On
Return to standby	30 seconds
Speed dial buttons	Empty
Recall	Tone/Break
Phonebook	Entries not erased
Redial list	Entries not erased
SMS inbox, outbox and drafts folders	Entries not erased
Service centre 1	1470P170940090
Service centre 2	08005875290
Service centre 3-5	Empty
Templates	Happy Birthday! I'll be there at 7pm I'll call you Please call What time will...

Help

No display

Check that the phone is connected to the mains power and that the mains power is switched on.

Your caller cannot hear you

Secrecy is switched on. Press the secrecy OFF option button to speak to your caller again.

Incoming caller's number is not displayed even though you have Caller Display

Caller has to allow their number to be sent. It has been withheld or is unavailable.

Possible problems with SMS

SMS messages cannot be sent and screen displays MESSAGE SENDING FAILED.

The base station power supply or telephone line cord might not be properly connected.

Check that the BT Paragon 510 power supply is plugged into the mains socket and switched on and that the telephone is plugged into the telephone wall socket.

There might be a fault on the line. Check your telephone line is working properly.

You might have deleted the server number in error. See pages 35-36. for instructions on how to enter the number.

More than one SMS product is plugged into the line. Remove other products. Please also see the note on page 35, "Using more than one SMS text enabled telephone?"

Cannot send text

Check service centre number is correct including 1470P prefix.

Cannot receive text

Check service centre number is correct.

Ensure you have subscribed to a Caller Display service and that it is active. You can check this by noting if your phone displays your caller's number when you receive an incoming call.

Further help and advice for SMS queries on BT lines:

BT Residential customers – call 151, choose option 2, when prompted by the Fault Management Service select option 2, enter your phone number on the handset and wait to speak to a customer adviser.

BT Business Customers – call 152, choose option 2, when prompted by the Fault Management Service select option 2, enter your phone number on the handset and wait to speak to a customer adviser.

For other telephone service providers please contact their customer services.

General sales enquiries

BT Residential lines – call 150. BT Business lines – call 152.

For other telephone service providers please contact their customer services.

Billing enquiries

Refer to the telephone number shown on your telephone bill.

Other functions and services available from the SMS service

By sending the following commands to the BT text self administration facility you can control functions and capabilities in your SMS phone and the way messages are handled.

Press **Text**. Press **OK** to display **WRITE MESSAGE**. Type in the following commands (depending what you want to do) and send to 00000:

*** 1 #** Opt out from receiving voice text messages.

1 # Turns off the opt out option.

*** 2 ABC *** Turns on permanent voice text message delivery to your phone. All incoming text is delivered as voice text.

2 ABC # Turns off permanent voice text message delivery.

If you are sending a message from a fixed line phone to another fixed line phone



Forces a message you send to be delivered as a voice text even though the recipient may have an SMS enabled phone and usually receives written text.

This command is inserted at the start of the message and applies only to that message, e.g. * 3 DEF # 'Hello I will be home late'.

If you are sending a message from a fixed line phone and require a status report



Will allow a status report to be sent back to you when you have sent a message to confirm delivery. Place * 0 # at the start of your text message. Write the message and send it. You will receive a reply text back to your phone giving the status report for that message.

You keep hearing an error beep

You have pressed the wrong button in a sequence. Check the prompts in the display or refer to instructions in this user guide.

Customer Helpline

If you experience any difficulties please call the BT Paragon Helpline on 0870 240 3962* or email bt.helpdesk@vteceurope.com

For your records

Date of purchase:

.....

Place of purchase:

.....

Serial number:

.....

For guarantee purposes proof of purchase is required so please keep your receipt.

IMPORTANT

The BT Paragon 510 corded telephone is designed for making emergency telephone calls when the power fails as long as the telephone line cord is still plugged in. Full functionality will of course be limited.

This product is intended for connection to analogue public switched telephone networks and private switchboards in the United Kingdom.

Safety information

It is recommended that advice from a qualified expert be sought before using this product in the vicinity of emergency/intensive care medical equipment.

Cleaning

Simply clean the handset and base with a damp (not wet) cloth, or an anti-static wipe.

Never use household polish as this will damage the product. Never use a dry cloth as this may cause a static shock.

Environmental

Do not expose to direct sunlight.

Do not stand your product on carpets or other surfaces which generate fibres or place it in locations preventing the free flow of air over its surfaces.

Do not submerge any part of your product in water and do not use it in damp or humid conditions, such as bathrooms.

Do not expose your product to fire, explosive or other hazardous conditions.

There is a slight chance your phone could be damaged by an electrical storm. We recommend that you unplug the power and telephone line cord during an electrical storm.

Only use the power supply suitable for the BT Paragon 510 range. Using an unauthorised power supply will invalidate your guarantee and may damage the telephone. The item code for the base mains power supply is 039953.

Product disposal instructions



The symbol shown here and on the product means that the product is classed as Electrical or Electronic Equipment and should not be disposed with other household or commercial waste at the end of its working life.

The Waste of Electrical and Electronic Equipment (WEEE) Directive (2002/96/EC) has been put in place to recycle products using best available recovery and recycling techniques to minimise the impact on the environment, treat any hazardous substances and avoid the increasing landfill.

Product disposal instructions for residential users

When you have no further use for it, please remove any batteries and dispose of them and the product as per your local authority's recycling processes. For more information please contact your local authority or the retailer where the product was purchased.

Product disposal instructions for business users

Business users should contact their suppliers and check the terms and conditions of the purchase contract and ensure that this product is not mixed with other commercial waste for disposal.

Connecting to a switchboard

Switchboard compatibility

This telephone may be connected to most types of switchboard, however in the event of any difficulties, consult your switchboard Service Provider.

Dialling mode

Your BT Paragon 510 is set to Tone dialling. Some switchboards may require Pulse dialling. To change the dialling mode, see Dialling mode, page 44.

Guarantee

Your BT Paragon 510 is guaranteed for a period of 12 months from the date of purchase.

Subject to the terms listed below, the guarantee will provide for the repair of, or at BT's or its agent's discretion the option to replace the BT Paragon 510, or any component thereof, (other than batteries), which is identified as faulty or below standard, or as a result of inferior workmanship or materials. Products over 28 days old from the date of purchase may be replaced with a refurbished or repaired product.

The conditions of this guarantee are:

The guarantee shall only apply to defects that occur within the 12 month guarantee period.

Proof of purchase is required.

The equipment is returned to BT or its agent as instructed.

This guarantee does not cover any faults or defects 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 does not affect your statutory rights.

Within the 12 month guarantee period:

If you experience difficulty using the product, prior to returning your product, please read the Help section beginning on page 46 or contact the BT Paragon Helpdesk for assistance on 0870 240 3962* or email bt.helpdesk@vtecheurope.com.

In the unlikely event of a defect occurring, please follow the Helpline's instructions for replacement or repair.

Outside of the 12 month guarantee period:

If your product needs repair after the guarantee period has ended, the repair must meet the approval requirements for connection to the telephone network. We suggest that you call our recommended repair agents on 0870 240 5029*.

Technical information

How many telephones can you have?

All items of equipment have a Ringer Equivalence Number (REN) which is used to calculate the number of items that may be connected to any one telephone line.

The BT Paragon 510 has a total REN of 1. Any other instrument provided by BT may be assumed to have a REN of 1 unless stated otherwise.

A total REN of 4 is allowed per telephone line. (For example, if the BT Paragon 510 is used in conjunction with three extension telephones, each with a REN of 1, then the total = 4.)

R&TTE

This product is intended for use within the UK for connection to the public telephone network and compatible switchboards.

This equipment complies with the essential requirements for the Radio Equipment and Telecommunications Terminal Equipment Directive (1999/5/EC).

For a copy of the Declaration of Conformity please contact the BT Paragon Helpline on 0870 240 3962* or email bt.helpdesk@vtecheurope.com

Never miss another voicemail message

Take control with BT 1571 Text Alerts

If you're away from your home phone you need never miss another BT 1571 voicemail message again.

Simply sign up for free to BT 1571 Text Alerts and we'll send a text message to your mobile phone as soon as you receive new BT 1571 voicemail. Then just call home and the message will be relayed to your mobile.



Stay in contact wherever you are.

It's free to sign up and text alerts are charged to the home phone number at standard rates. And remember, if you are on Option 2 or 3, this can be taken from your inclusive BT Text bundle.

It's FREE to sign up. Simply call Freephone 0800 389 5660*

* BT will send a SMS message to your chosen mobile to confirm that we have carried out the instructions. Any valid UK mobile number can be nominated. Please note that currently only one mobile can be linked to one mailbox. In order to retrieve messages remotely, you simply press the * button during the greeting message. This service only works in the UK.
This service is only available if you already have a messaging mailbox. To order your FREE messaging mailbox, call BT on 1571.

Offices worldwide

The services described in this publication are subject to availability and may be modified from time to time. Services and equipment are provided subject to British Telecommunications plc's respective standard conditions of contract. Nothing in this publication forms any part of any contract.

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Registered Office: 81 Newgate Street, London EC1A 7AJ.
Registered in England No. 1800000.

Designed and produced by The Art & Design Partnership Ltd.
Printed in China.

BT Paragon 510 (12/07) Issue 2

