

Your BT3920 is now ready for use.

- 3 If you ever need to remove the batteries, simply slide open the battery compartment cover and ease them out.
- 3 Place the handset on the charger to charge for 24 hours.

- 2 Remove the protective film from the handset screen and activate the batteries as shown above.
- 2 For each additional handset and charger: plug the mains power adaptor (item code 066773) into the socket on the back of the charger, secure the cable behind the retaining clip and plug the other end into the mains wall socket and switch the power on.
- 1 For each additional handset and charger: plug the mains power adaptor (item code 066773) into the socket on the back of the charger, secure the cable behind the

Set up your additional handsets (multipacks only)

Important: We recommend that you charge the handset batteries for 24 hours before first use.



- 1 Remove the protective film from the handset screen and the base lens and activate the batteries by pulling the plastic tab away from the back of the handset.
- 2 Place the handset on the base to charge.
- 3 After 24 hours, plug the telephone line cord into the telephone wall socket.



2 Charge

General information

For information on safety instructions, cleaning, technical information or connecting to a switchboard, please refer to the 'General Information' section in the full user guide at bt.com/producthelp

Guarantee

Your BT3920 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 BT3920, 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.

To find out what to do, if your phone is in or outside of the 12 month guarantee, please look in the full user guide at bt.com/producthelp

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 your phone, 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.

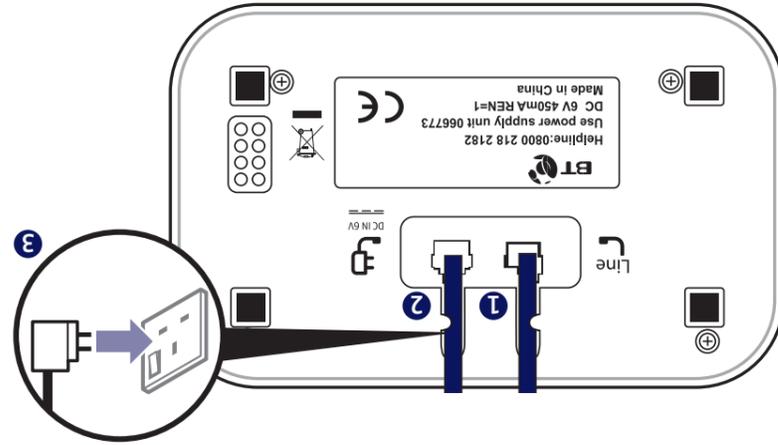
Warning
You won't be able to call 999 from this phone if there's a power cut, so make sure you've got another way to call for help in an emergency.

R&TTE Directive & Declaration of Conformity

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 refer to bt.com/producthelp



- 1 The telephone line cord is already fitted but **don't** plug the other end into the wall socket yet.
- 2 Plug the mains power adaptor (item code 066773) into the base, and clip the cable into the grooves provided.
- 3 Plug the other end of the power adaptor into the wall socket and switch on.

1 Plug in

For a Better Future

We're always looking to make our products last longer and use less power, so we don't have such a big impact on the environment.

To find out about what we are doing, visit bt.com/betterfuture

Offices worldwide

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

© British Telecommunications plc 2012.
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 / Issue 2 / ADP11-12



User Guide

- 1 Plug in
- 2 Charge
- 3 Go!



BT3920

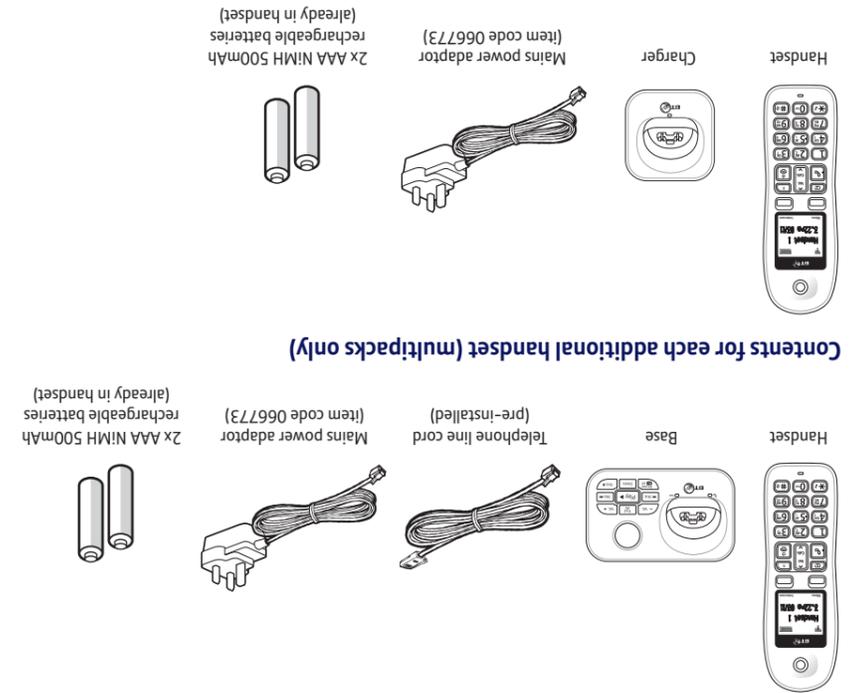
Digital Cordless Phone with Answering Machine

Setting up is easy. Just follow the simple steps in this guide.

If you'd like further help, or to view the full user guide, please visit our website bt.com/producthelp or call our helpdesk on 0800 218 2182*

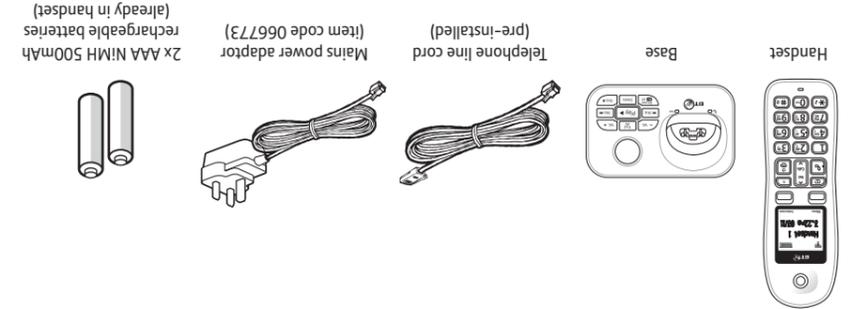
* Calls made from within the UK mainland network are free. Mobile and International call costs may vary.

Important: Only use the mains power adaptor, cables and rechargeable batteries supplied in this box, or this product may not work. Any replacement rechargeable batteries must be of the same type. BT accepts no responsibility for damage caused to your BT3920 by using any other type of batteries.



Check box contents

Contents for each additional handset (multipacks only)



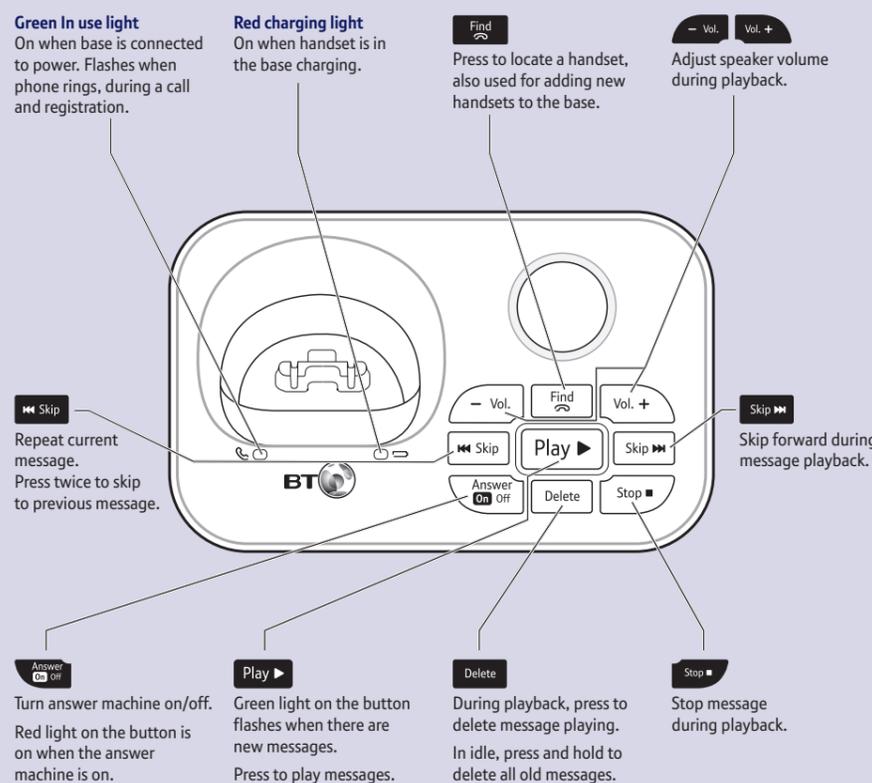
Your phone

Handset



The answer machine handset controls on buttons **2^{AB}**, **4^{GH}**, **5^{JK}** and **6^{MNO}** will only work when a message is being played on the handset.

Base



3 Go!

Set time and date

Select **Menu**, scroll **Calls** to **HS settings** and select ✓ using the left option button.

Date and time is displayed, select ✓.

Press **Calls** to display **Set time** and select ✓. Enter the time in 24 hr format, 2 digits for the hour and 2 for the minute then select ✓.

Press **Calls**, **Set date** is displayed, select ✓. Enter the date in dd-mm-yy format and select ✓. After each ✓, you will hear a confirmation tone and your information will be saved.

Making calls

Press **Phone** then dial the phone number. Press **End call** to end the call.

Answering calls

If you have subscribed to Caller Display, the caller's details will be displayed before you answer (see below and also the full user guide online at bt.com/producthelp for details).

Lift the handset from the base or charger to answer incoming calls. If the handset is not on the base or charger, press **Phone**.

Mute

Select **Mute** by pressing the right option button during a call if you want to prevent the caller hearing anything from your end. Select **Unmute** to return to your caller.

Redial (up to last 20 numbers called)

Press **Vol.** to open the list of most recently dialled numbers. Press **Vol.** or **Calls** to scroll through the list.

Press **Phone** to redial the number displayed or select **Menu** by pressing the left option button to access the menu options.

Contacts

Storing new contacts (up to 50)

From standby, press **Contacts**. The first entry or **List empty** will be displayed.

Select **Menu** by pressing the left option button. **Add** is displayed, select ✓.

Name is displayed. Enter the name using the letters on the keypad and select ✓.

You may need to press the same button a few times until the letter you want is displayed, for example, press **2^{AB}** once for A, or twice for B.

Number is displayed. Enter the phone number and select ✓ to save.

If you make a mistake, select **Del** to delete the last digit or letter entered.

Dialling a contact

Press **Contacts**. Scroll **Vol.** or **Calls** to the entry you want. Press **Phone** to dial.

Or, search alphabetically using the keypad to enter the first letter of the name you want then scroll **Vol.** or **Calls** to the exact entry and press **Phone** to dial.

Caller Display and the Calls list

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

When incoming calls have been missed the number of new calls will be shown e.g. **3 new calls**. The notifications can be cleared by viewing all of the handsets registered to the base. The **Phone** will still be presented for missed calls, so that you can differentiate between calls in the calls list.

Press **Calls**, then **Vol.** or **Calls** to scroll through the last 50 incoming calls.

To dial an entry, press **Phone** when the entry is highlighted.

Copy a Calls list number to your contacts

Press **Calls**, then **Vol.** or **Calls** to the entry you want and select ✓.

Press **Menu**, scroll **Calls** until **Store number** is displayed and select ✓. **Name** is displayed.

Enter a name using the keypad and select ✓. The number is displayed, select ✓ to confirm.

Answer machine

Your answer machine is on and ready to record messages. The controls are shown in the base diagram to the bottom left and the features can also be accessed via the handset **Answer Phone** menu.

Recording your own outgoing message

Select **Menu**, **Answer Phone** is displayed, select ✓.

Press **Calls** until **Ans settings** is displayed and select ✓.

Press **Calls** until **Outgoing msg** is displayed and select ✓.

Press **Vol.** or **Calls** to display either: **Ans & Record** or **Answer only** and select ✓.

Press **Vol.** or **Calls** to display **Record msg** and select ✓. Follow the voice prompt in the handset earpiece to record your message and select ✓ when you've finished. Your message will be played back to you.

Set the answer delay

For compatibility with BT 1571 or another voicemail service make sure the answer delay is set for your answer machine to answer before the voicemail service, e.g. for BT 1571 do not set to more than 6 rings.

Select **Menu**, **Answer Phone** is displayed, select ✓.

Press **Calls** until **Ans settings** is displayed and select ✓.

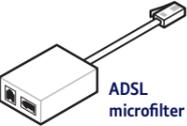
Press **Calls** until **Answer delay** is displayed and select ✓.

Press **Vol.** or **Calls** to display the number of rings you want (2-9) or **Time saver** and select ✓ to save your setting.

For detailed instructions on all the answer machine features see the full user guide online at bt.com/producthelp

Help

Most problems can be fixed with a few simple checks.

Problem	Solution
No dial tone	Only use the cables and batteries supplied. Make sure both the mains power adaptor cable and telephone line cord are plugged into the correct sockets.
Poor speech quality	Make sure the product is not located too close to other electrical appliances. This can also help improve the handset range from the base.
 Battery icon flashing and scrolling digits	The battery charge is very low. Make sure you charge the batteries for 24 hours before use to ensure maximum battery performance.
Using broadband on the same phone line?	Make sure you plug the phone into the wall socket via an ADSL microfilter (not supplied), otherwise you may have problems with this product and your broadband service. If you use BT Infinity, you will not need to use an ADSL microfilter. For other types of broadband, please check with your provider if a microfilter is required. 
Answer machine not answering calls	Check the answer machine is on and set to Answer & Record . Check that the answer delay is set to answer before any voicemail service on the line. For BT 1571 do not set the answer delay to more than 6 rings.

Find out more

- Frequently Asked Questions are available at bt.com/producthelp
- If you'd like detailed instructions, a full user guide is available to download from 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 218 2182*. Our dedicated advisors are more likely to be able to help you than the retailer where you made your purchase.
- This document is also available in other formats, such as Large print, Braille and Audio CD. If you would like a copy, please call 0800 218 2182*.