

KX-TGP600

Quick User Guide

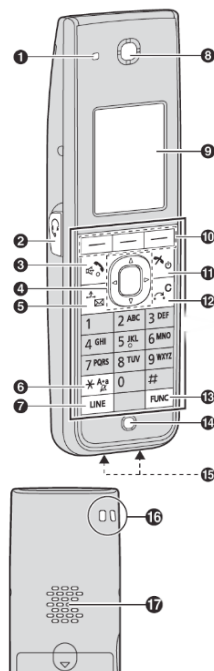
This user guide explains how to use the basic features of the telephone unit.

Please read this guide before using the unit and save for future reference.

For detailed information please consult the Star2Star Phone and Features Guide, available for view/download via the Star2Star Knowledge Base at:

<https://support.star2star.com/>

HANDSET LAYOUT



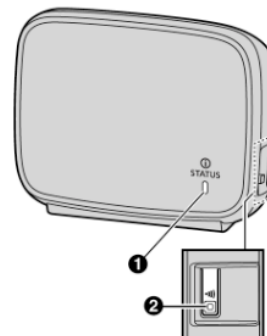
- 1 Ringer/Charge/Message Indicator
- 2 Headset Jack
- 3 (TALK/Speakerphone) Key
- 4 Navigator Key
- 5 /[HOLD/MSG] Key
- 6 (Silent Mode) Key
- 7 /[LINE] Key
- 8 Receiver
- 9 Display
- 10 Soft Keys
- 11 (POWER/CANCEL) Key
- 12 /[XFER/CLR] Key
- 13 /[FUNC] Key
- 14 Microphone
- 15 Charge Contacts
- 16 Strap Holes
- 17 Speaker

HANDSET DISPLAY



- 1 Pictograph
- 2 Handset/Desktop Phone Status Information
- 3 Time Display
- 4 Date, New Message or Missed Call Display
- 5 Handset/Desktop phone number and Name
- 6 Soft Keys

BASE UNIT



The KX-TGP600 works in conjunction with a base unit. The status indicator 1 displays the status of the unit and network. The handset locator button 2 allows you to page the handset(s) attached to the base unit.

BASE UNIT STATUS INDICATOR

The following table shows base unit flash patterns and what they indicate:

Status		Meaning
Color	Light pattern	
Green	On	<ul style="list-style-type: none"> The base unit is connected to the Internet. The startup process is complete and you may now make and receive internet calls.
	Slow Flashing	<ul style="list-style-type: none"> The base unit is being used for a call. The base unit is downloading data. Do not disconnect the Ethernet cable or AC adaptor from the base unit until the STATUS indicator stops flashing and lights in steady green.
	Quick Flashing	<ul style="list-style-type: none"> The handset/desktop phone is busy.
Red	On	<ul style="list-style-type: none"> When the base unit is turned on, the STATUS indicator lights in red for about 40 seconds.
	Slow Flashing	<ul style="list-style-type: none"> The base unit is registering a handset/desktop phone.
	Quick Flashing	<ul style="list-style-type: none"> The base unit is paging handsets/desktop phones (by using the handset locator button).
Amber	On	<ul style="list-style-type: none"> The base unit's IP address may conflict with the IP addresses of other devices on your local network. Contact your administrator for further information.
	Slow Flashing	<ul style="list-style-type: none"> The base unit is obtaining an IP address or is obtaining configurations. Please wait. The base unit is registering with your phone system. Please wait. If the STATUS indicator continues flashing, check the following: <ul style="list-style-type: none"> Network settings may not be correct. Contact your administrator. Many installation issues can be resolved by resetting all the equipment. First, shut down your modem, router, hub, base unit, and computer. Then turn the devices back on one at a time in this order: modem, router, hub, base unit, computer. If you cannot access Internet Web pages using your computer, check to see if your phone system is having connection issues in your area. For more troubleshooting help, contact your administrator.
	Quick Flashing	<ul style="list-style-type: none"> Unplug the base unit's AC adaptor to reset the unit, then reconnect the AC adaptor. If the STATUS indicator is still flashing rapidly, there may be a problem with the base unit hardware. Contact your phone system dealer/service provider.
Slow switching (Red → Green → Amber → Off)		The base unit is in maintenance mode. Turn the base unit off and then back on again.
Quick switching (Red → Green → Amber → Off)		The base unit is restarting. Wait a moment.
Off	—	<ul style="list-style-type: none"> The base unit power is off. The Ethernet cable is not connected properly. Connect it. Your network devices (hub, router, etc.) are turned off. Check the LEDs for the link status of the devices.

POWER ON/OFF

To turn the power of the handset on or off, press and hold .

MAKING A CALL

1. Lift the handset and dial the phone number. Press . To correct a digit, press .


2. When finished talking, press .

MAKING A CALL USING REDIAL

The unit stores the previous 10 phone numbers dialed in the redial list (each 32 digits max.)


Press the assigned Redial key.


USING THE SPEAKERPHONE

1. Dial the desired phone number and press the speakerphone button on the handset . The unit will select the default line configured by your administrator.

ANSWERING A CALL

When there is an incoming call, line keys with incoming calls will be flashing green rapidly.

Lift the handset and press .

You may reject an incoming call when ringing by pressing /REJECT. The call will be rejected and the handset will return to standby mode.


ADJUSTING VOLUME



During a conversation, press [▲] or [▼] to adjust the volume (Level 1-6).

MICROPHONE MUTE


While mute is turned on, you may hear the other party, but the other party cannot hear you.

1. To set, press /MUTE during an outside call.


2. To return to the conversation, press /MUTE again.

Note: When /MUTE is blinking, mute is on. If the must soft key is not displayed on the LCD, /MUTE is displayed on the first line of the LCD.

TRANSFERING CALLS



1. During an outside call, press /XFER/CLR.

2. Dial the party you want to transfer to. → **CALL**


3. Wait until the other party answers to announce the transfer. Press .

Note: To return to the call before the transfer destination answers, press **CANCEL**.

CONFERENCE CALLS



1. Press  during a call → **“Conference”**
2. Dial the party you want to add to the call → **CALL**
3. **CONF** 

VOICEMAIL

“Voice MSG” is displayed and  will appear.

Listening to voicemail messages

In standby mode:

1. Press and hold /[HOLD/MSG]
2. [v]/[▲]: Select the line on which  is displayed. → **OK**

Note: Step 2 is not necessary if only one line is configured on the handset/desk phone.

Alternatively, you may dial 1000 to access the Voicemail system at any time. The system will prompt for your password.

Note: when accessing the voice mail system for the first time your password is your extension #. Change this to a 4-digit number you can easily recall.

FIND-ME / FOLLOW-ME

Use the Star2Star Find-Me / Follow-Me feature in the Star2Star Web portal to forward calls from your extension.

Follow Me (Immediate) -- Calls to your extension will be sent automatically to the number you define.


Find Me (Sequential) -- Calls to your extension will ring your extension and any other numbers that you define, in order.

Find Me (All) -- Calls to your extension will ring your extension and any other numbers that you define, all at once.

STAR2STAR CALL PARK AND RETRIEVE

Perform an announced transfer to the park code 7000. Listen to the system retrieval code announcement e.g. 7001. Transfer the call. The caller is now parked. The caller will hear music or message on hold if configured on your system. Dial the system retrieval code e.g. 7001 on any local extension to retrieve the call.

CALL FORWARDING

1. In standby mode, press /[FUNC]/[FUNCTION].
2. If the unit has multiple lines, press [▲] or [▼] to select the desired line. → **OK**
3. Using [▲] or [▼], select the type of Forward (FWD) or Do Not Disturb (DND) setting to apply. → **OK**



Incoming calls may be forwarded to another party using one of 3 modes:

“Unconditional”: All incoming calls are forwarded.


“Busy”: Incoming calls while the line is in use are forwarded.

“No answer”: Incoming calls after a certain number of rings are forwarded. The default setting of the number of ring count is “3”.



4. If a Forward setting is selected, enter a new forward destination number or confirm and modify a previously set forward destination number. → **OK**

Note: When Call Forwarding and/or Do Not Disturb is enabled, /Fwd and/or /DND appears on the display in standby mode.

DO NOT DISTURB


1. In standby mode, press  FUNCTION and then **2** (“FWD/DND”) If the unit has multiple lines, press [▲] or [▼] to select the desired line. → **OK**.
2. DND: Enable Do Not Disturb.

HOLDING CALLS

1. On an incoming call, press /[HOLD/MSG].
2. To release hold, press /[HOLD/MSG].

PHONEBOOK DIRECTORY

The phonebook allows you to make calls without having to dial manually. In standby mode:

1. 
2. [v]/[▲]: “Phonebook” → **OK**
3. Enter the name or the first character(s) of the desired name → **OK**.
4. Press the [CENTER]/[ENTER] navigation key.
5. [v]/[▲]: Select the desired phone number.
6. 