

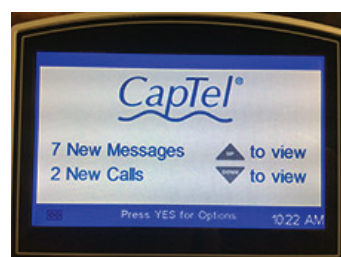


## Helpful Tips for Using Your CapTel Phone

### Clearing Previous Calls from Your Display

Your CapTel phone keeps a list of incoming phone calls, including calls you may have missed. The display screen shows how many new calls came in that were not answered. It also shows when callers leave an answering machine message. Over time, you may want to clear these lists from your display screen. Here's how:

#### For CapTel 840 / 840i / 880i:



**New Messages:** Indicates incoming calls that left a message on the CapTel Answering Machine.

**To clear from display screen:** Review the new messages (press the UP ARROW).

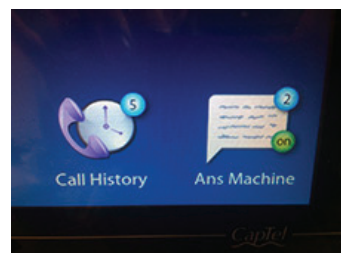
**To delete all answering machine messages:** Press YES for the Options menu, then select Answering Machine (YES) ► Clear All Messages (YES).

**New Calls:** Indicates incoming calls that were not answered.

**To clear from display screen:** Review the new calls (press the DOWN ARROW).

**To delete all recent calls:** Press YES for the Options menu, then select Call History (YES) ► Clear All Caller ID (YES).

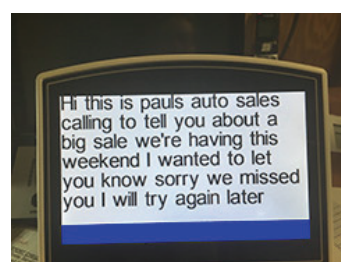
#### For CapTel 2400i:



The number of new calls / messages are shown on the display screen icons. To review or delete calls, touch the appropriate icon.

[Erasing Answering Machine Message](#)  
[Clearing Call History](#)

## Screening Your Incoming Calls



Do you ever get unwanted calls? CapTel lets you "screen" your incoming calls before you answer. When the phone rings, you can let the call go to the built-in answering machine, and then watch the display for captions as your caller leaves a message. That way, the captions show you what the call is about. If you wish to answer the call, simply pick up the handset to join the conversation. If not, the answering machine continues to take the message for you to call back (or not!) at your convenience.

**Tip:** To listen to your caller while you are screening messages, make sure "Incoming Message Audible" is turned on in the CapTel menu. To set it up:

#### For CapTel 840i / 880i:

**Press YES for Options menu, then select:**

Answering Machine (YES) ► Answering Machine Settings (YES) ► Incoming Messages (YES) ► Incoming Messages Audible (YES).

#### For CapTel 2400i:

On the display screen touch Answering Machine ► Settings ► External Speaker On.

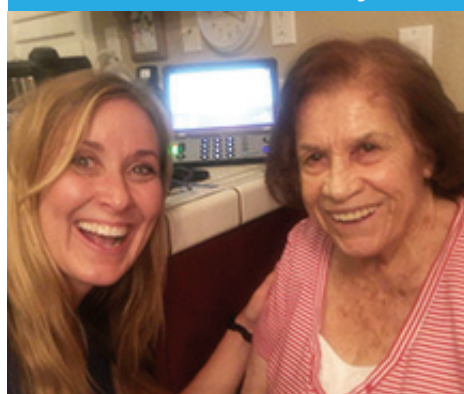
[For more details >](#)

## CapTel in the Community

CapTel employees were pleased to again contribute employee donations toward the Helen Keller Foundation. The Foundation is leading research to support people with both hearing and vision loss. Over the past three years, our employees have contributed more than \$10,000 to the Foundation.



January 2018



### 'Round the Clock Help *Just one button away!*

Help is available 24 hours a day, 7 days a week!\*

\*Excluding major holidays.

To contact:



Just press the blue button on your CapTel phone!



1-888-269-7477

1-866-670-9134 (Spanish)



[Online Chat](#)



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