

News & Tips for People Who Use CapTel

March 2020



# **Helpful Tips for Using Your CapTel Phone**

# Connecting to a CapTel Operator

CapTel users are accustomed to picking up the phone and having an immediate connection. Due to the national public health crisis, however, we are experiencing an unprecedented number of calls that may cause a longer wait time to access a CapTel operator. What to do if you see this notification:

(Due to the national public health crisis we are experiencing extremely high call volumes. Thank you for your patience while we connect you to the next available CapTel Operator.) (Waiting for a CapTel Operator)

# Stay on the line

Your call is being connected, even if a CapTel operator is not immediately available.

## Use the Signal Meter

The Signal Meter shows when the person on the other end is talking. They will be able to hear you, even if you are not able to hear them. You can let them know you are waiting for an operator to provide captions.

Exception: If you have a CapTel 840/800/200, you will need to wait for an available operator before beginning the conversation.

# Don't press the CAPTIONS button on/off

That "resets" the call and starts everything over at the end of the line, increasing the amount of time you may need to wait.

# You don't need to notify Customer Service

Please be assured there is nothing "wrong" with your phone if you see a message on the screen indicating a delay. We are working around the clock to provide the high-quality captioning service CapTel users expect. However, during this public health crisis, callers may experience longer wait times.



# **Cleaning your CapTel Phone**

When cleaning your phone, it is okay to use a disinfecting wipe or alcohol solution to clean the handset and dial-pad areas of the phone. Do not spray cleaning solution directly on the CapTel display screen. Instead, spray the disinfectant onto a soft cloth and then wipe the display screen carefully with the cloth.

screen wipes, soft anti-static lens cloths, or using vinegar. Be aware, however that these alternatives do not disinfect germs, they merely clean or dust the surface.

There are other common cleaning alternatives, such as computer

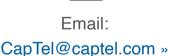
# Reaching CapTel Customer Service

people impacted by the current national health crisis. During this time, we are experiencing higher than normal call volumes and wait times.

CapTel Customer Service is working around the clock to provide assistance, particularly to

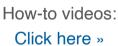
help or by emailing your questions to captel@captel.com. Please also see the online resources at the CapTel website, which include helpful tips for common questions such as setting up your phone, resetting the date/time, and how to get captions on your answering machine messages. Thank you for your patience as we work to support everyone.

We encourage you to take advantage of alternative ways to reach us, including live online chat



Helpful online tips by model:











'Round the Clock Help – Just one button



Connect with us online!



### Help is available 24 hours a day, 7 days a week! (Excluding major holidays.)

To contact:



away!

1-866-670-9134 (Spanish) Online Chat »

Just press the blue button on your

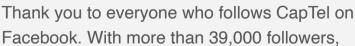


respective owners. (v10.1 10-19)

CapTel@CapTel.com »

CapTel phone

1-888-269-7477







the online community of CapTel users is







another great resource. **Proud Sponsor of** 



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FEDERAL LAW PROHIBITS ANYONE BUT REGISTERED USERS WITH HEARING LOSS FROM USING INTERNET PROTOCOL (IP) CAPTIONED TELEPHONES WITH

THE CAPTIONS TURNED ON. IP Captioned Telephone Service may use a live operator. The operator generates captions of what the other party to the call says. These

captions are then sent to your phone. There is a cost for each minute of captions generated, paid from a federally administered fund. No cost is passed on to the CapTel user for using the service.