



# AN-4 Call Announcer Quick Start

## Attach Cords and Headset

1. Attach the four supplied cords to analog phone lines.
2. Attach the supplied headset and microphone.

## Record an Announcement

1. Switch the control switch to “Record” on one or more lines.
2. Hold down the red recording button while speaking into the microphone.
3. Release the red button when finished.
4. To erase an old message, just record over it.

## Play an Announcement

- Playback starts automatically when the phone is off-hook and the switch is set to “Announce”.
- To check a message, slide the switch to “Play” and press the red button momentarily.

## Disabling a line

- To temporarily turn off announcements, set the switch to “Play” without pressing the red button.

