Install and charge the handset battery

Step 1

Plug the battery connector securely into the socket inside the handset battery compartment, matching the color-coded label. Insert the supplied battery with the label **THIS SIDE UP** facing up, as indicated.
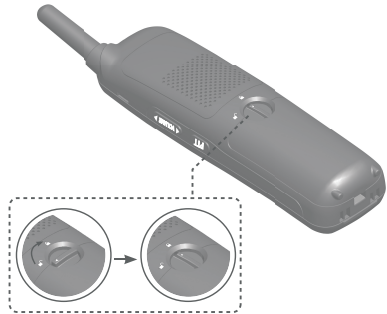

Step 2

Align the cover flat against the battery compartment, then slide it upwards.
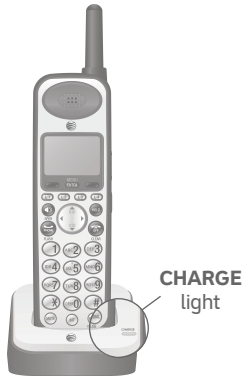

Step 3

To lock the battery compartment, turn the latch clockwise until it points to the lock icon 🔒, as shown on the graphic.

Install and charge the handset battery (continued)

Step 4

To charge the handset, place it in the charger. The **CHARGE** light is on when the handset is charging.

CHARGE light

Add and register handsets

You can add up to ten SynJ SB67108 handsets (sold separately) to the SynJ SB67138/SB67158, but you must register each new handset with the telephone base before use. Each handset is assigned numbers in the order they are registered (handsets 1 to 10).

To register a handset to your telephone base:

1. Make sure the handset is out of the charger and the screen shows **Press MENU on BS, sel Registration & sel Register HS. Then put HS in cradle** before you begin registration.

2. On the telephone base, press **MENU/ENTER**.

3. Scroll down to **Registration** and press **MENU/ENTER**.

4. Press **MENU/ENTER** again to select **Register HS**. The telephone base screen shows **Registering new device...**

5. Place the unregistered handset into the charger. The handset beeps once and begins registering to the telephone base. It takes up to 60 seconds to complete the registration.

Add and register handsets (continued)

You hear a beep when the registration is successful. The handset shows **Handset registered**, and then shows **X: Handset X** (**X** represents the extension number [**1-0**]; **Handset X** represents the handset name).

ℹ️ *NOTE:* If the registration is not successful, the screen shows **Press MENU on BS, sel Registration & sel Register HS. Then put HS in cradle**. To reset the handset, remove the handset from the charger. Try the registration process again.

Mailbox setup

Each handset has its own mailbox that is different from the general mailbox on the base. If you turn on the auto attendant on the base, the caller can leave a message on the handset mailbox after two rings (**Fast answer mode** = **On**), or five rings (**Fast answer mode** = **Off**).

To turn Fast answer mode on or off:

1. Press the **M.box** softkey.

2. Press ▲**DIR** or **CID**▼ to scroll to **Fast answer mode**. Press **MENU/ENTER**.

3. Press ▲**DIR** or **CID**▼ to select **On** or **Off**.

4. Press **ENTER/MENU** to save the setting and return to the previous menu.

To record a new personal announcement:

1. Press the **M.box** softkey.

2. Press ▲**DIR** or **CID**▼ to scroll to **Anncemnt setup**. Press **MENU/ENTER** to play current announcement.

3. Press the **Change** softkey, and then press the **Start** softkey. The system announces, "*Record after the tone. Press Stop when you are done.*"

4. Press the **Stop** softkey when finished. The recorded announcement plays.

5. Press the **OK** softkey to use the new recorded announcement.

   -OR-

   Press the **Change** softkey to record a new announcement.

Message playback

You can play the messages from your handset mailbox and the general mailbox. If you have new messages, the system plays them (in chronological order) automatically when you access the mailbox.

To listen to new messages on a cordless handset:

When the handset is idle, press the **M.box** softkey.

To listen to new messages on the general mailbox:

1. When the handset is idle, press the **M.box** softkey.

2. Press ▲**DIR** or **CID**▼ to scroll to **General mailbox**.

3. Press **MENU/ENTER**.

SynJ®

Quick start guide

SynJ SB67108
DECT 6.0 expansion handset
for use with AT&T model SynJ
SB67138/SB67158

Using the telephone

To make a call:

Press ☎ **PHONE/FLASH** or ◀))/**SPKR**. To override automatic line selection, press the **L 1-L 4** key for the desired line. Wait for the dial tone, then enter the telephone number. The screen displays the elapsed time as you talk.

To answer a call:

Press ☎ **PHONE/FLASH** or ◀))/**SPKR**.

To end a call:

Press ☎ **OFF/CLEAR**.

To place a call on hold:

While on a call, press and release **HOLD**. The **L 1-L 4** indicator for the line on hold flashes slowly on the screen. After the call has been on hold for more than three minutes, you hear a triple beep every 30 seconds.

To release hold, press the line key of the call on hold.

To switch between lines:

During an outside call, press the **L 1-L 4** key of another line to make or answer another call. The current call is put on hold automatically. To return to the first call, press the original **L 1-L 4** key. The second line is put on hold automatically.

To join a call in progress:

Press and hold the appropriate **L 1-L 4** key to join the call.

Three-way conference calls

You can set up a three-party call by using two lines at the same time. You can also join an intercom call with a call on an outside line. The outside line call must be established first, because an intercom call cannot be placed on hold.

To make a three-way conference call:

1. Make or answer an outside call.

2. Call or intercom someone, or answer a call using another line. The first line is automatically put on hold. Press the **Conf** softkey any time to begin the three-party conference.

Intercom calls

You can use the intercom feature for conversations between the telephone base and an accessory device, or between two accessory devices (cordless handset, deskset or cordless headset). When the system is on one or more external calls, accessory devices can make intercom calls with each other. If you have a cordless headset, it can only receive intercom calls.

1. When the handset is idle, press **INT**.

2. Press ▲**DIR** or **CID**▼ to scroll to the desired extension number. Press **MENU/ENTER**.

3. Answer an intercom call just as you would answer a normal call, or press **INT**.

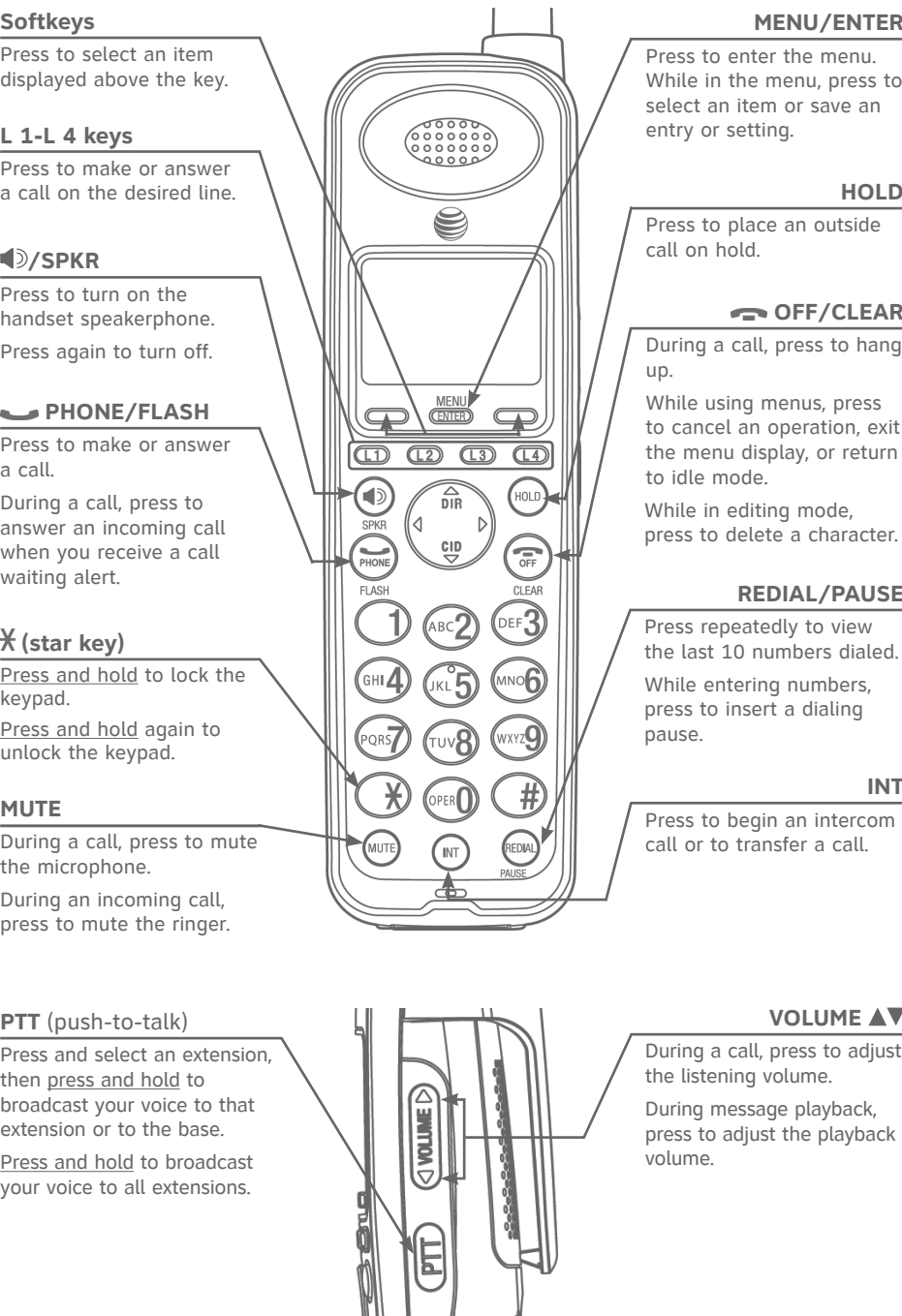4. End an intercom call just as you would end a normal call.

Push to talk (PTT) intercom

When the handset is idle, press and hold **PTT** on the side of your handset to broadcast your voice to all other extensions. When the connection is made, both the caller and the destination parties hear two beeps. Only one extension at a time may speak.

Recording a call

1. While on a call, press **MENU/ENTER**.

2. Press ▲**DIR** or **CID**▼ to scroll to **Record call on**. Press **MENU/ENTER**.

3. The recording starts and the system activates the call privacy automatically. The screen displays **-PRIV** and **-REC** and the timer starts counting.

4. To stop recording and continue the call, press **MENU/ENTER** twice. The handset mailbox stores the conversation. The recording also ends when you disconnect the call.

Quick reference guide

Softkeys
Press to select an item displayed above the key.

L 1-L 4 keys
Press to make or answer a call on the desired line.

◀))/SPKR
Press to turn on the handset speakerphone.
Press again to turn off.

☎ PHONE/FLASH
Press to make or answer a call.
During a call, press to answer an incoming call when you receive a call waiting alert.

✱ (star key)
Press and hold to lock the keypad.
Press and hold again to unlock the keypad.

MUTE
During a call, press to mute the microphone.
During an incoming call, press to mute the ringer.

PTT (push-to-talk)
Press and select an extension, then press and hold to broadcast your voice to that extension or to the base.
Press and hold to broadcast your voice to all extensions.

MENU/ENTER
Press to enter the menu. While in the menu, press to select an item or save an entry or setting.

HOLD
Press to place an outside call on hold.

☎ OFF/CLEAR
During a call, press to hang up.
While using menus, press to cancel an operation, exit the menu display, or return to idle mode.
While in editing mode, press to delete a character.

REDIAL/PAUSE
Press repeatedly to view the last 10 numbers dialed.
While entering numbers, press to insert a dialing pause.

INT
Press to begin an intercom call or to transfer a call.

VOLUME ▲▼
During a call, press to adjust the listening volume.
During message playback, press to adjust the playback volume.

Navigation key (Navkey)
While in menus, press ▲**DIR** or **CID**▼ to navigate through the menus and highlight items, or press ◀ to return to the previous menu.
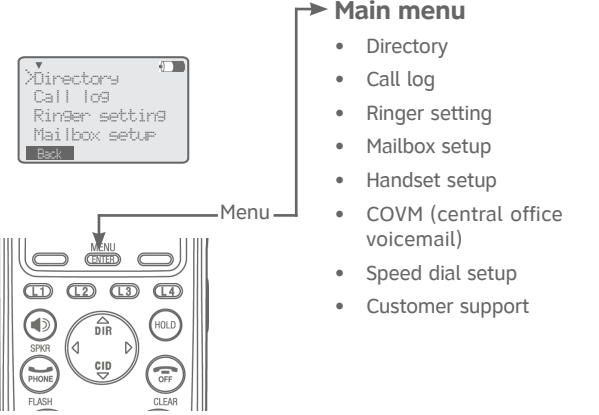While entering names or numbers, press ◀ or ▶ to move the cursor to the left or right.

(▲DIR)
Directory
(Left) (Right)
Caller ID
(CID▼)

▲DIR/CID▼
When in idle mode, press ▲**DIR** to display directory entries, or press **CID**▼ to display the caller ID information.

Main menu

The **>** symbol highlights a menu item.

```
>Directory
 Call log
 Ringer setting
 Mailbox setup
 Back
```

Menu —

Main menu
- Directory
- Call log
- Ringer setting
- Mailbox setup
- Handset setup
- COVM (central office voicemail)
- Speed dial setup
- Customer support

Using menus

Press **MENU/ENTER** to show the first menu item, **Directory**.

Press ▲**DIR** or **CID**▼ to scroll through menu items.

Press **MENU/ENTER** to select or save changes to a highlighted menu item.

Press ☎ **OFF/CLEAR** to cancel an operation, exit the menu display, or return to idle mode.

Press the **Back** softkey or ◀ to back up to the previous menu.

For document downloads, FAQs and more, visit us online at **www.telephones.att.com** or call **1 (888) 915-2007**. In Canada, dial **1 (866) 288-4268**.