**Norstar Audio Conferencing Unit
Inventory**

Norstar Audio
Conferencing Unit

User Guide

Power supply

Short telephone
line cord

Long telephone
line cord

Power cable
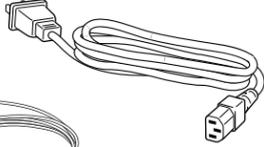
**Norstar Audio Conferencing Unit
Quick Set Up**
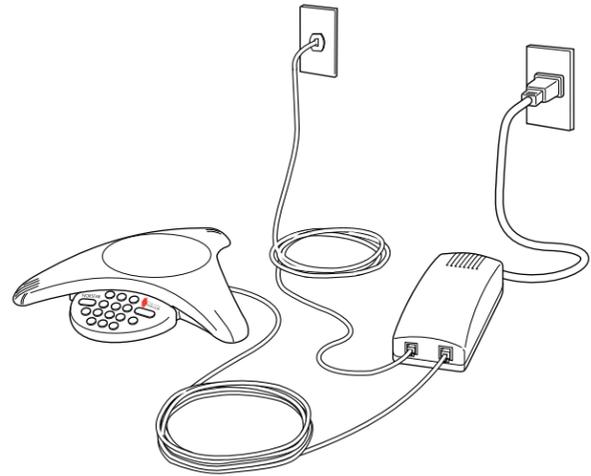
Norstar Audio Conferencing Unit Installation

To install the Audio Conferencing Unit:
1. Plug the long telephone line cord into the back of the unit.
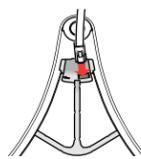
2. Thread the line cord through the channels provided on the back of the unit.
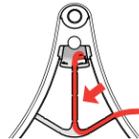
3. Insert the power supply plug into an electrical outlet.
   The unit will run a brief self-test, and then you'll hear a tone. If you don't hear the tone, make sure the outlet is working and power to the unit is switched on.

4. Plug the short telephone line cord into a Norstar telephone jack.
   IMPORTANT: This equipment may only be connected to the Host equipment (Norstar or Companion) and may not be connected directly to the Public Switched Telephone Network.

5. Adjust the Ringer Volume Switch on the bottom of the unit.
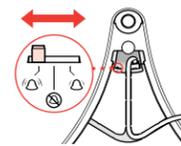
Norstar Programming

When programming the Norstar Audio Conferencing Unit, assign:
• 2 intercom lines to the unit
• the prime line as intercom
• Handsfree Answerback as NO
For more information, refer to the Installation Guide that came with your ICS.

Testing the Norstar Audio Conferencing Unit

Place the Audio Conferencing Unit on a flat, stable surface in the center of the room, then press the button to hear a dial tone. If you don't hear a dial tone, disconnect the unit and connect a Norstar telephone to test the line.

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