

USER GUIDE



T52

two-way pager








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CONTROL BUTTONS



GETTING STARTED

	Flip	Houses and protects the LCD screen. Opening the flip awakens the device display and acknowledges a new message alert. Closing the flip puts the screen into sleep mode.
	Escape/ Backlight	Used to return to the preceding screen. Also used to turn the backlight on and off.
	CAPS	When pressed, the next character typed is capitalized. The status icon displays on the right of the screen. Pressing twice locks the capitalization function until it is pressed again.
	Space	Used to insert a space in text while composing a message. Alt-Symbol brings up additional symbol characters when entering text.
	Enter	Used to select the highlighted option, to save settings or to enter a carriage return into composed text.
	Navigation Buttons	Used for moving between menu options and within message text.
	ALT	Activates the Alt-mode control keys. The status icon displays on the right of the screen. The next key pressed indicates the Alt-mode function. Pressing twice locks this function until pressed again.
	Delete	When pressed the character to the left of the cursor is deleted. Alt-Clear deletes the entire text.

TURNING DEVICE ON

- Ensure that a AA alkaline battery is properly installed.
- Open the lid and press the ENTER key to power on the device. Upon powering on, the T52 will take several seconds to initialize before displaying the Home Screen.
- From the Home Screen, press any key (except ESC key) to display the Main Menu.
 - If a menu item is not selected, the device reverts to Standby mode after a predefined amount of time (configurable in the Display/Keyboard/Screen Saver section of Preferences)
 - If the device contains one or more unread messages, a circle indicator icon on the left side of the screen will flash (while in Standby mode).

REPLACING BATTERY

- Remove the old battery
- Wait 10 seconds for the device to clear its “Low Battery” condition
- Insert a new alkaline AA battery

If your device does not register with “Full Service” or you experience issues with sending messages or replies it may be necessary to insert a new AA battery in the device and wait up to 4 hours for the internal battery to fully charge.

TURNING DEVICE OFF

- From the Main Menu, press the Navigation button to scroll down to Power Off and press ENTER.
- Highlight Yes and press Enter.

USING THE MAIN MENU

Use the Main Menu for the following features:

- Read the received or sent messages
- Send messages
- Access contact information
- Change preferences
- Set the alarm
- Access quiet mode
- Turn the transmitter off and on
- Turn the device off

Press navigation keys to highlight the desired feature and then press Enter.

BACKLIGHT

- In low-light conditions, press and hold ESC to turn on the backlight.
- The backlight remains illuminated until the T52 times out and returns to the Standby screen.
- To manually turn the backlight off, close and open the flip lid.

SETTING THE TIME AND DATE

- From the Main menu, press the navigation keys to highlight **Preferences** and press Enter.
- Press navigation keys to highlight **Setup** and press Enter.
- Press navigation keys to highlight **Set Time & Date** and press Enter.
- Use Left/Right keys to select the desired Network Sync type. They are:
 - Yes : The minutes value of the time is automatically set.
 - No : Allows complete manual setting of the time and date.
- Use Up/Down keys to move the cursor up and down.
- Use Left/Right keys to select the desired date format while the cursor is on the Format.
- Use Left/Right keys to move the cursor field to field while the cursor is on the Time and Date setting.
- Use Enter key to increase the time and date while the cursor is on the Time and Date setting

SENDING A MESSAGE

This section discusses how to compose a message, select addresses and send a message with the device.

Composing a Message

From the Main Menu, press the navigation keys, highlight **Write** and then press Enter.

Enter a message. After composing the message, press the Menu key (located at the upper left corner of the keyboard).

Menu Options

The device will display six menu items. Menu items include: Select Address, Send, Add-replies, Quick-Text, Back and Cancel. Use the navigation key to highlight the desired item and then press Enter to execute.

- Select Address: The user can select addresses to send the message to.
- Send: The device sends the message. The Send icon will only be highlighted after an address has been selected.
- Quick-Text: The user can insert pre-defined text into the message being composed.
- Back: Exits the **Write** menu.
- Cancel: Removes the menu items from the bottom of the screen.

Selecting Addresses

Up to twenty addresses from existing contacts can be selected for sending a single message to.

- Use Navigation Keys to move the cursor and highlight the desired address.
- Press Enter and then use navigation key to select the desired address type.
- Press Enter to select the address.
- A wireless address or email can be manually entered by selecting Enter Address and then selecting One Time Wireless or One Time Email from the list.
- Use Navigation Keys to move the cursor to highlight “Done Selecting” when you have finished adding all desired recipients. This will return you to the Write Menu to send the message.

Sending a Message

Once message composition is completed and the addresses selected, the cursor can be moved to the Send item. Pressing Enter sends the message.

‘Message Transmitting’ is displayed to confirm that the message is being sent to the selected addresses.

READING A MESSAGE

- When a Personal message is received, the device displays a pop-up window and alerts according to the InBox Alert setting. (Please see the Setting Alert section of this manual for details on how to set the InBox Alert and the “Setting News/Info InBox” section of this manual for adjusting the alert for News/Info messages)
- To Stop the alert press any key, or open the flip cover. The InBox or News/Info icon will flash until all received messages have been read.
- If reminder alerts were preset from Preferences, the device periodically alerts as a reminder of any unread InBox messages.

Previewing Message

- From the Main menu, press navigation keys to highlight **Read** and press Enter to display InBox, OutBox, News/Info InBox and Message Folder.
- Use the navigation keys to move the cursor and press Enter to open the InBox, OutBox, News/Info InBox or Message Folder.
- The screen will display first six messages.

Reading Messages

- To read a message, (while previewing) press navigation keys to highlight the desired message and press Enter.
- Press up/down navigation keys to scroll through the text of a message or press Enter to page through the message.
- At the end of the message, a highlighted menu bar is displayed. Press Menu or Enter to Reply, Forward, Move, or Delete the message.
- Note: At any time, while previewing or reading a message, press Menu to access the Message Options menu.

REPLYING TO MESSAGES

For convenience, the device has several pre-programmed reply messages. To reply to a message using one of the pre-programmed replies, proceed as follows.

Sending a Pre-Programmed Reply

- While previewing or reading a message, press Menu to access the Message Options menu.
- Press navigation keys to highlight **Reply** and press Enter. The device displays the list of pre-programmed reply messages from which to choose.
- Press navigation keys to highlight the desired reply and press Enter. The device displays 'Message Transmitting' to confirm that the reply has been sent.

Sending a Custom Reply

- While viewing a message, press Menu to display the Message Options menu.
- Press navigation keys to highlight **Reply** and press Enter.
- Press navigation keys to highlight **Custom Reply** and press Enter.
- Type the message reply and press Menu.
- To send the reply, press navigation keys to highlight **Send** and press Enter. The device displays 'Message Transmitting' to confirm that the reply has been sent.

Forwarding Messages

- Received messages can be appended to and forwarded from the device. To do so, proceed as follows.
- While viewing a message, press Menu to display the Message Options menu.
- Press navigation keys to highlight **Forward** and press Enter. Add text to the message if desired.
- To send the message, follow Sending a Message routine.

Resending Messages from the OutBox

- Messages sometimes cannot be sent initially or fail to be sent due to coverage problems. This can be corrected by resending the message
- From the OutBox, press navigation keys to highlight the message to be resent and press Menu.
- Press navigation keys to highlight **Resend** and press Enter.

Deleting Messages

- Any or all messages on the device can be deleted.
- To delete the message currently being viewed, proceed as follows.
- While viewing a message, press Menu to display the Message Options menu.
- Press navigation keys to highlight **Delete** and press Enter.

DELETING ALL READ MESSAGES

All read messages in the InBox can be deleted.

- While previewing messages, press Menu To display the Message Options Menu.
- Press navigation keys to highlight **Delete Read** and press Enter.

DELETING ALL MESSAGES

All messages in the InBox can be deleted.

- While previewing messages, press Menu to display the Message Options menu.
- Press navigation keys to highlight **Delete All** and press Enter.

DELETING SENT MESSAGES

All sent Message in the OutBox can be deleted.

- While previewing messages in the OutBox, press Menu to display the Message Option menu.
- Press navigation keys to highlight **Delete Sent** and press Enter.

CONTACTS

An individual contact entry may include First Name, Last Name, Wireless Address, Work Email, Home Email, Company, Home Phone, Work Phone, Mobile, Fax, Street, City, State, Zip and Note. In addition, address groups can be defined.

Creating a Contact

- From the Main menu, press navigation keys to highlight **Contacts** and press Enter.
- Press navigation keys to highlight **New Contact** and press Enter.
- Type the appropriate text in each field and use navigation keys to move the cursor from one field to the next. Note that some fields will limit the characters that can be entered into them.
- Press ESC or move the cursor to **Save Entry** to save the record.

Creating a Group

- From the Main menu, press navigation keys to highlight **Contacts** and press Enter.
- Press navigation keys to highlight **New Group** and press Enter.
- Type the desired Group Name. Cursor down to Select Addresses and press Enter. Select the desired addresses.
- Use Enter key to select the desired contact.
- Press ESC to return to the previous screen.
- Press ESC or move the cursor to **Save Entry** and press Enter to save the record.

Searching the Contacts

- Use the Search feature to search the list of Contacts.
- Type the first few characters of the Contact's name to begin the search.
- To select the desired Contact, press Enter.

Editing a Contact

- From the Contacts menu, press navigation keys to highlight the desired Contact and press Enter.
- Press Enter to select the Contact.
- Press Menu to display the Options menu.
- Use navigation keys to highlight **Edit** and press Enter.

Deleting a Contact

- From the Contacts menu, press navigation keys to highlight the desired Contact.
- Press Enter to select the Contact.
- Press Menu to display the Options menu.
- Use navigation keys to highlight **Delete** and press Enter.

SETTING AN ALERT

InBox Alert

- From the Main menu, press navigation keys to highlight **Preferences** and press Enter.
- Press navigation keys to highlight **Alert Setting** and press Enter.
- Press navigation keys to highlight **InBox Alert** and press Enter.
- Press Enter to select the desired type.
- Press ESC to exit.

Alert Volume

- From the Main menu, press navigation key to highlight **Preferences** and press Enter.
- Press navigation keys to highlight **Alert Setting** and press Enter.
- Press navigation keys to highlight **Alert Volume** and press Enter.
- Use navigation key to select the desired alert volume. Press Menu to listen the alert.
- Press enter or ESC to save and exit.

Reminder Alert

When this feature is enabled, the device will periodically emit a reminder alert if there are any unread personal messages. (The device does not emit reminder alerts for News/Info messages)

To enable or disable the Reminder Alert feature, proceed as follows.

- From the Main menu, press navigation keys to highlight **Preferences** and press Enter.
- Press navigation keys to highlight **Alert Setting** and press Enter.
- Press navigation keys to highlight **Reminder Alert** and press Enter.
- Press Left/Right keys to select the desired Mode (Enable/Disable/Endless).
- NOTE: The Endless mode will have the device alert continuously without a Repeat or Interval selection.
- Press Up/Down keys to move the cursor up and down.
- Press Left/Right keys to select the desired alerts while the cursor is on the Alert.
- Press Left/Right keys to select the desired number of repeats while the cursor is on the Repeat.
- Press Left/Right keys to select the desired interval while the cursor is on the Interval.
- Press Enter or ESC to save and exit.

NOTE: The reminder alert is intended to remind the user to attend to their device due to a new message. It does not require the user to read the new message. If the user selects "No" when prompted on their device display screen to "Read New Msg?" or enters the Inbox without reading the message, the Reminder Alert stops. However both the Read icon on the Main menu and the Inbox icon on the Read function menu will continue to flash as long as there are unread messages and the device is on.

SETTING THE ALARM

The alarm can be set for either a specific time and date, or it can be used as a daily alarm.

- From the Main menu, press navigation keys to highlight **Set Alarm** and press Enter.
- Use Left/Right keys to select the desired mode (Disable, Once, or Daily).
- Use Up/Down keys to move the cursor up and down.
- Press Enter to increase the time and date while the cursor is on Time and Date option.
- Press Left/Right keys to select the desired Snooze (Disable, 5 Min, 10 Min, or 15 Min) while the cursor is on Snooze option.
- Press Left/Right to select the desired alert type while cursor is on Alert option. Press Menu to listen the alert.
- Use ESC to save and exit.

QUIET MODE

When active, Quiet Mode allows the audible alerts to be temporarily changed to Silent or Vibrator alerts.

- From the Main menu, press navigation keys to highlight **Quiet Mode** and press Enter.
- Press navigation keys to select the desired type (Disable, Silent, or Vibrate).
- Press Enter to select the desired type.
- Press ESC to exit.

TURNING THE TRANSMITTER OFF

Note: When the transmitter is turned off, the device cannot send messages or replies. However, it may still receive messages.

- From the Main menu, press navigation keys to highlight **Transmitter** and press Enter.
- Press navigation keys to highlight On or Off as desired.
- Press Enter to select the desired option.
- Press ESC to exit.

SETTING QUICK TEXT

Up to 10 Quick Texts entries can be created for use with composing a message. To edit Quick Text, proceed as follows.

- From the Main menu, press navigation keys to highlight **Preferences** and press Enter.
- Press navigation keys to highlight **Quick Text** and press Enter.
- Use navigation keys to highlight the desired quick text and press Enter.
- Edit the text.
- Press ESC to save and exit.

SETTING PRIVATE TIME

Private Time mode allows a time period to be specified during which the device receives messages and performs all functions without an audible or vibrate alert.

- From the Main menu, press navigation keys to highlight **Preferences** and press Enter.
- Press navigation keys to highlight **Private Time** and press Enter.
- Press Left/Right keys to select the mode (Disable/Enable).
- Press Up/Down keys to move the cursor up and down.
- Press Left/Right keys to move the cursor from field to field while the cursor is on Time setting.
- Press Enter to increase the time while the cursor is on Time Setting.
- Press Left/Right keys to enable or disable the alert at the end of the private time, if a message was received during this time.
- Use ESC to save and exit.

SETTING THE SCREEN SAVER

- From the Main menu, press navigation keys to highlight **Preferences** and press Enter.
- Press navigation keys to highlight **Setup** and press Enter.
- Press navigation keys to highlight **Display / KeyBD** and press Enter.
- Press navigation keys to highlight **Screen Saver** and press Enter.
- Press Left/right keys to select the desired Timeout period.
- Press ESC or Enter to save and exit.

SETTING PASSCODE

Personal information on the pager can be protected by using the Screen Lock feature. This feature is only available when the pager is provisioned with the message encryption feature.

Passcode Set and Clear

The options available to set and clear the pager passcode depend on the passcode features enabled by your administrator

- From the Main menu, press navigation keys to highlight **Preferences** and press Enter.
- Press navigation keys to highlight either **Set Lock Code** or **Clear Lock Code** as needed and press Enter.
 - Use **Set Lock Code** to either set or change the passcode. Enter a 4 to 16 character passcode and press Enter
 - Use **Clear Lock Code** to remove the passcode. Enter the current passcode and press Enter

Screen Locking

- The device screen will lock automatically after 5 minutes of no activity
- To lock manually, highlight **Lock Screen** in the main menu and press Enter. This menu item will only appear when the lock is enabled

Screen Unlocking

- The screen is locked when 'Unlock Code?' is displayed on the Status screen.
- To unlock the pager type in the correct passcode and press Enter

MESSAGE ZOOM

This feature increases the size of the characters in the message read and write screens for easier viewing.

- Enable : 10 Characters 3 lines
- Disable : 20 Characters 6 lines
- From the Main menu, press navigation keys to highlight **Preferences** and press Enter.
- Press navigation keys to highlight **Setup** and press Enter.
- Press navigation keys to highlight **Message Zoom** and press Enter.
- Press navigation keys to highlight the desired option (Enable or Disable).
- Press Enter to select.
- Press ESC to exit.

SET OWNER INFO

User personal information, such as Name, Street, City, State, Zip, Home Phone, Work Phone, Mobile and Fax can be entered into the device.

- From the Main menu, press navigation keys to highlight **Preferences** and press Enter.
- Press navigation keys to highlight **Setup** and press Enter.
- Press navigation keys to highlight **Set Owner Info** and press Enter.
- Type appropriate text for each field.
- Press navigation keys to move the cursor up, down, left and right.
- Press ESC or Enter to save and exit.

CREATING A SIGNATURE

The device allows a signature to be created for the message and automatically append it to each message sent. To do so, proceed as follows.

- From the Main menu, press navigation keys to highlight **Preferences** and press Enter.
- Press navigation keys to highlight **Setup** and press Enter.
- Press navigation keys to highlight **Signature** and press Enter.
- Using the keyboard, type the signature text as it should appear in the messages.
- Press ESC to save and exit.

SETTING THE CONTRAST

- From the Main menu, press navigation keys to highlight **Preferences** and press Enter.
- Press navigation keys to highlight **Setup** and press Enter.
- Press navigation keys to highlight **Display / KeyBD** and press Enter.
- Press navigation keys to highlight **Contrast** and press Enter.
- Press navigation keys to change the contrast.
- Press ESC or Enter to save and exit.

ABOUT

The About menu item includes information regarding memory, battery and software version. From the Main menu, press navigation keys to highlight **Preferences** and press Enter. Then, Press navigation keys to highlight **About** and press Enter.

Memory Status

- Press navigation keys to highlight **Memory Status** and press Enter.
- The device will display memory used for the InBox, OutBox, News/Info, Message Folder and Contacts.

Battery Status

- Press navigation keys to highlight **Battery** and press Enter.
- The device will display the percentage of remaining battery power.

Software Version

- Press navigation keys to highlight **Software Version** and press Enter.

CARE AND MAINTENANCE

The T52 two-way device can provide years of reliable service; however, it is an electronic product. Water, moisture, extreme temperatures or shock may damage the internal electronic components. Do not expose the T52 to these conditions. If repair is required, please contact your Spok Customer Service representative.

Cleaning Your T52

To clean your T52 device, use a soft non-abrasive cloth moistened in a mild soap and water solution. Use a second cloth moistened in clean water to wipe the surface clean. **DO NOT IMMERSE IN WATER.** Do not use alcohol or other cleaning solution.

SAFETY INFORMATION

Read this information before using a wearable two-way pager.

For the safe and efficient operation of your two-way pager, observe these guidelines:

- Your communicator is a radio transmitter and receiver. When it is ON, it receives and also transmits radio frequency (RF) energy.
- The communicator (T52) transmitter operates in the frequency range of 896 MHz to 902 MHz, and the receiver operates in the range of 929 MHz to 942 MHz. It utilizes commonly used frequency modulation (FM) techniques. The unit transmits at a power level of max 2W for short periods of time (from 0.078 ~ 0.16 seconds). Transmissions occur infrequently and usually follow within a few seconds of a page that has been received or when the unit is first turned on.
- In 1991, the Institute of Electrical and Electronics Engineers (IEEE), and in 1992, the American National Standards Institute (ANSI), updated the 1982 ANSI Standard for safety levels with respect to human exposure to RF energy. Over 120 scientists, engineers, and physicians from universities, government health agencies and industry, after reviewing the available body of research, developed this updated standard.
- In March, 1993, the U.S. Federal Communications Commission (FCC) proposed the adoption of the updated Standard. The design of your communicator (PIC) complies with this updated Standard.
- You may choose to turn the transmitter off in your communicator at any time. Refer to "Turning the Transmitter Off" on page 19.

UL WARNING AND CAUTION

Read this information before using a wearable two-way pager.

- This equipment is suitable for use in Class I, Division 2, Groups A, B, C, and D or non-hazardous locations only.
- Warning – explosion hazard – batteries must only be changed in an area free of ignitable concentrations.
- Use UL recognized alkaline or carbon-zinc battery, rated nominal 1.5 v, size “AA” or equivalent
- Warning - explosion hazard - external connection (mini-USB connector) is not to be used in a hazardous location.



ABOUT SPOK, INC.

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