



LINE POWERED ADA TELEPHONE USER'S MANUAL

Use With Part Numbers

11-580, 11-581, 11-582, 11-583, 11-585, 11-586 and 11-589



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INSTALLING THE LINE POWERED TELEPHONE

1. UNPACKING

A. This Wurtec Phone is a vandal resistant, handsfree, ADA compliant telephone, designed to fit into most elevator telephone cabinets or for surface mounting applications.

B. Unpack and inspect the telephone for damage. If there is any damage, call us for advice at 800-837-1066.

C. We recommend programming prior to installation. See programming instructions on page ?

2. PRE-INSTALLATION NOTES

NOTE: ADA and most Building Codes require the telephone push-button to be no higher than 48" from the floor. Please check with your local authorities to insure compliance with all rules and regulations in your area.

NOTE: Obtain the advice of the elevator contractor before drilling any holes! When drilling your holes, use caution so that you DO NOT damage any electrical wiring, cab doors, other elevator parts, or yourself. We also suggest that you close the cab doors, if drilling in the return panels.

NOTE: It is recommended that the wiring used inside the traveling cable for the incoming phone line be a shielded twisted pair with the shield grounded on the elevator controller end only. Any terminations or splices between the elevator controller and the Helper Phone should have the shield carried through the termination or splice and not grounded at that point.

3. INSTALLATION - BOX STYLE PHONE

A. Remove the faceplate from the Wurtec telephone.

B. Position the box of the Wurtec Phone in the elevator phone cabinet, where desired, with about a $\frac{3}{4}$ " clearance at the bottom of the phone cabinet. This will allow room to install the faceplate and remove it from the box.

C. Using the back as a template, mark the position of the holes to be drilled for fastening.

D. Drill (and tap, if necessary) the holes marked for the fasteners.

E. Use fasteners that are short enough, so that they will not damage any elevator equipment that may be behind the cabinet.

F. Attach the back of the Wurtec Phone to the phone cabinet.

G. See Section 6

4. INSTALLATION - GRILL MOUNT PHONE

A. Attach the phone to the back of the car station at the existing speaker grill or grid making sure that the phone's speaker and microphone holes are behind the grill or grid.

Note: To prevent sound distortion, the sound absorbing rubber grommet on the front plate of the phone must be against the back side of the car station.

B. At this time mark the desired position of the holes for the red LED, if applicable.

C. Drill a 1/4" hole for the red LED, if required.

D. Insert the red lens into the 1/4" hole from the front.

E. Insert the red LED from the back into the red lens.

F. Slide the black retaining ring over the red lens.

G. Use fasteners that are short enough to mount the phone so they will not damage elevator equipment that is behind the car station.

H. See Section 6

5. INSTALLATION - FLUSH MOUNT PHONE

If Flush Mounted Elevator Phone is to be mounted over a telephone cabinet, remove the cabinet door and go to Step C.

A. Determine position of flush mounted phone in elevator cab.

B. Using the dust cover as a template, cut a hole approximately 5" x 9" for the phone.

C. Use the flush mounted plate as a template. Position the phone in the opening and mark the position of the mounting holes.

D. Drill the holes for the mounting screws.

E. See Section 6.

6. LINE CONNECTION

A. Connect the telephone line wires to the "TELCO" connector and install the connector on the printed circuit board. Check the phone line for a dial tone, touch tone capabilities, and noise. You can do this, by using a single line tone telephone either with modular plugs or alligator clips. Simply plug your phone cord into the jack on the printed circuit board or clip onto the "TELCO" studs. See Figure 3. We suggest you call your office and have them call you back. This will verify touch-tone lines and line conditions. **IMPORTANT!!** Step B will save you time and unnecessary field trips.

B. Carefully tape the shielding and any additional wires on the phone cable so they will not short out the electronics or the telephone line at the printed circuit board.

NOTE: GROUND THE SHIELDING AT THE CONTROLLER ONLY

C. The wiring connections must be durable. The movement of the elevator car should not affect the connection.

D. BEFORE completing installation of phone, test the Wurtec telephone operation, by using the testing instructions below. **NOTE:** The battery should be removed by now and the connector re-taped.

7. SPEAKER AND MICROPHONE TEST

NOTE: The Wurtec phone must be connected to the phone line for at least a minute before testing. Test the operation of the phone with the elevator doors in the closed position because background noise may block the operation of the speaker.

A. Push the button and the Wurtec phone will begin calling the first programmed number.

B. Be sure the person answering the call can hear and understand you and that you can hear and understand them.

C. If you do need to adjust the volume, use a small screwdriver to rotate the pot on the PC board labeled "VOLUME". **DO NOT ROTATE POT LABELED "ALC"**. See Figure 3

FIGURE 1
#11-583

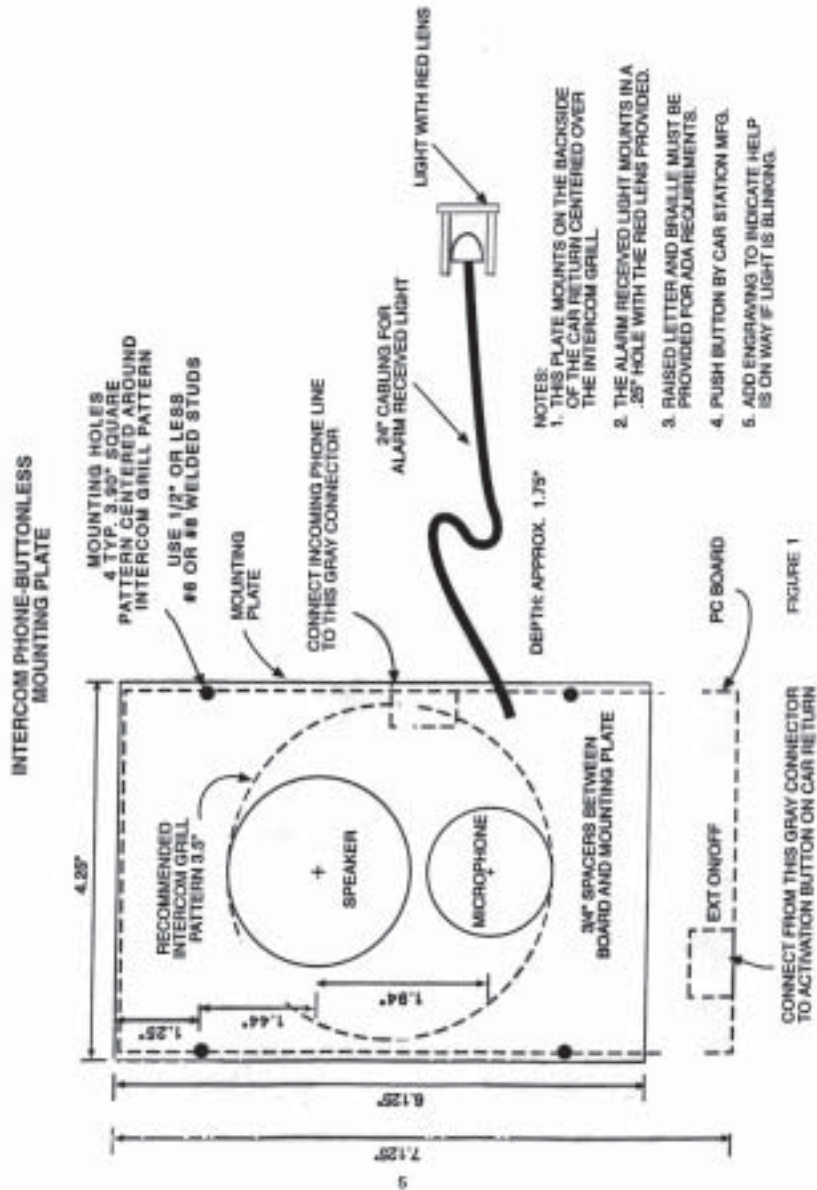


FIGURE 2

Elevator Phone Flush Mount

#11-581 & #11-585 (6.5" x 10.5")
#11-582 & #11-586 (10" X 13.25")

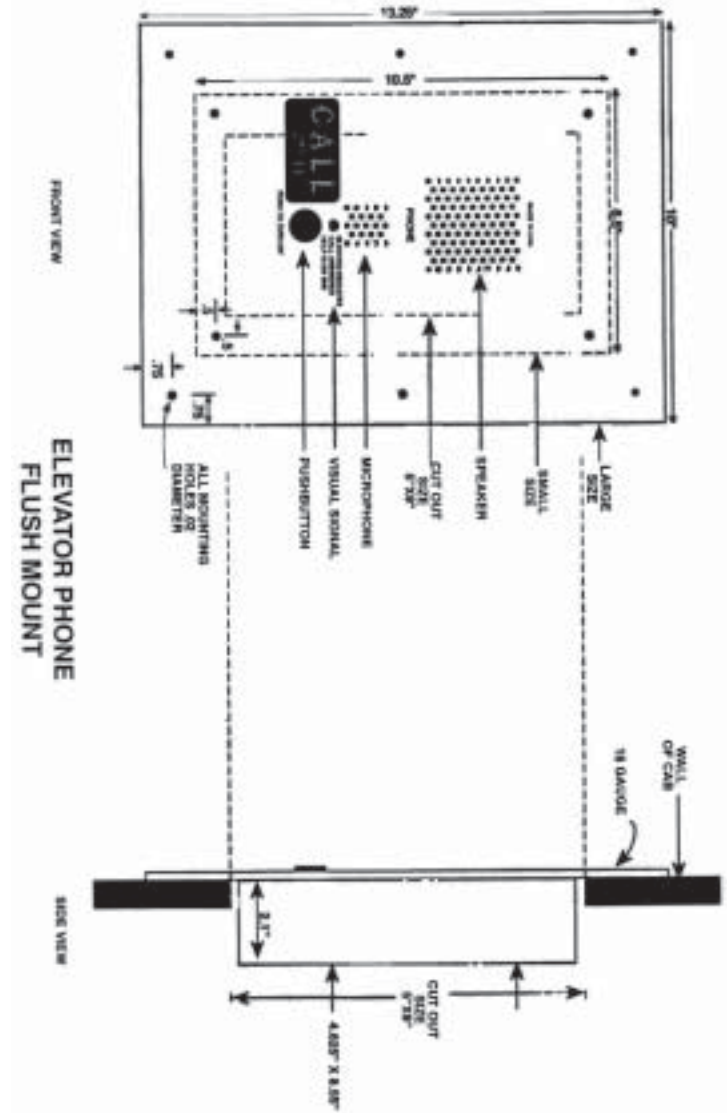
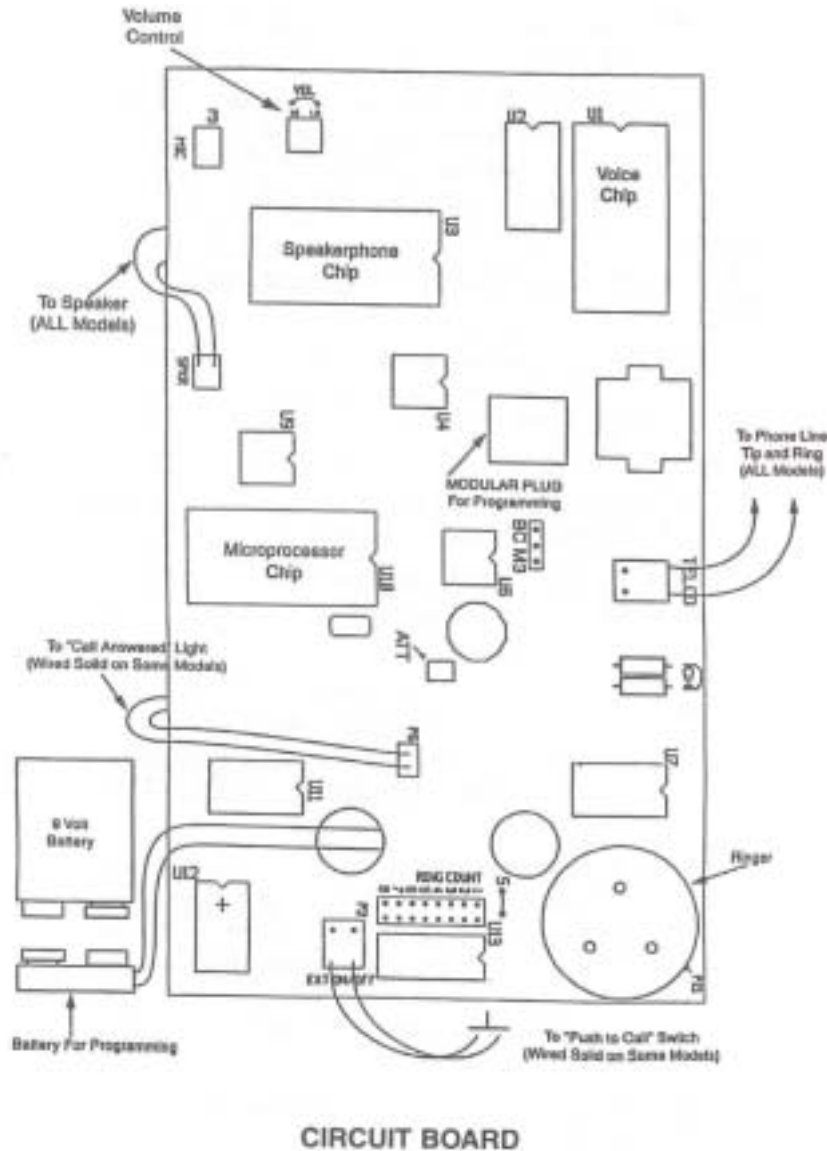


FIGURE 3



D. If the speaker sound is cutting out, this means that the volume is too high. High volume sound will bounce off the cab walls and be picked up by the sensitive microphone. The circuitry reacts as if the caller was talking and therefore cuts off the speaker. Re-adjust accordingly.

E. Re-attach the faceplate, without battery, onto the box.

8. TIME OUT FEATURE TEST

NOTE: A CODE INTERPRETATION STATES THAT A PHONE SHOULD STAY ON WHEN CALLED UNTIL THE CALLING PARTY HANGS UP. THIS CAN BE DONE ON MOST PHONE LINES, BUT NOT ALL. TO DETERMINE IF THE TELEPHONE LINE WILL DISCONNECT THE WURTEC PHONE, HAVE THE CALLER HANG UP, BUT DO NOT PUSH THE BUTTON ON THE WURTEC PHONE. IF THE WURTEC PHONE "HANGS UP" AFTER A FEW SECONDS, THEN THE WURTEC PHONE SHOULD BE SET UP TO **NOT** TIMEOUT. IF THE WURTEC PHONE DOES NOT "HANG UP", THEN THE PHONE LINE WILL NOT TURN THE PHONE OFF AND THE PHONE MUST BE SET UP TO TIME OUT. THE WURTEC PHONE IS PRE-PROGRAMMED TO "HANG UP" IN 180 SECONDS. SEE THE PROGRAMMING INSTRUCTIONS.

A. Push the button. The phone should stay on for 3 minutes.

B. If you want to shorten or lengthen the timeout feature, reprogram, per the instructions.

9. AUTO-ANSWERING/RINGING FEATURE TEST

A. Your Wurtec phone has the auto answer/ringing feature and is preset for the average telephone line conditions.

B. Have someone call the Wurtec phone number.

C. The Wurtec phone will ring and answer automatically after approximately five rings.

10. POWER/BATTERY REQUIREMENTS

You need a 9 volt battery or power pack when:

- A. The phone is being programmed and you have a phone plugged into the black jack on the back of the phone board.
- B. The phone drops off the phone line without completing the call.
- C. You have more than one phone on the same line and you want to be able to call back to a particular elevator phone OR you want to be sure that all the elevator phones can be "ON" at the same time, for instance during a power failure.

For testing, any charged 9-volt battery can be used.

ALKALINE BATTERY - Can be used on all phone lines. The battery will need to be replaced in three years and checked every 6 months. No AC connection is required. Cannot be trickle charged.

LITHIUM BATTERY - Can be used on all phone lines. The battery will need to be replaced in eight years and checked every 6 months. No AC connection is required. Cannot be trickle charged.

POWER PACK - Can be used on all phone lines. The Ni-Cad battery in the power pack will need to be replaced in eight years and checked every 6 months.

NI-CAD BATTERY - Can be used only on internal phone systems or when phone is provided with an external power source. You know when you are on an internal phone system when you have to dial "9", etc. to dial outside the building. For a battery to maintain its charge you must place the red shorting jumper over the two pins labeled "BC". The Ni-Cad battery will need to be replaced in eight years and checked every 6 months.

11. CALLED PARTIES

We suggest that you provide the called parties with instructions on the use of the Wurtec phone and their expected responses.

PROGRAMMING THE WURTEC TELEPHONE

1. PROGRAMMING METHODS

There are two ways to program the Wurtec telephone: before or after being connected to a dedicated touch tone analog telephone line. We recommend programming prior to installation.

2. PROGRAMMING BEFORE INSTALLATION

This method requires the use of a single line touch tone phone, with a modular plug cord and a nine (9) volt battery. After gaining access to the printed circuit board, remove the insulating tape from the "BATT" connector and snap the battery onto the connector. Now, plug your phone cord into the modular jack on the printed circuit board. Turn on the Wurtec phone by pushing the "CALL" button. The red LED should light up and you will hear the Wurtec phone "dialing". Pick up the handset on your programming phone and listen. You will hear an instructional message telling you to press "1" at the tone. Do it. This will stop the message from repeating and provide you with an "open line" to begin your programming. Proceed to Step 4.

3. PROGRAMMING AFTER INSTALLATION

Call the telephone number of the dedicated touch tone phone line that the Wurtec phone is connected to. The Wurtec phone will answer after five (5) rings and you will hear a "warbling" sound. If the Wurtec phone does NOT answer, have someone push the button on the Wurtec phone to turn the Wurtec phone on. Proceed to Step 4.

4. ENTERING PROGRAM MODE

By pressing the touch tone buttons on your programming phone, enter "#94851". The Wurtec phone will respond with three (3) short beeps and the red LED will begin to flash, indicating that you are in the programming mode.

5. ENTERING THE NUMBERS TO BE DIALED

The Wurtec phone can work on a ringdown circuit or automatically dial up to four numbers. If the first called number (position #0) is not answered affirmatively (receiving person pushes "1" or "2" on their telephone keypad) the Wurtec phone will hang up and call the second number (position #1). One of the numbers called must be a 24 hour number that can respond to the call.

When programming one telephone number only, use (position #0), as this will prevent the "roll over" to (position #1). The called numbers may range from 1 to 32 digits. A 4 second pause can be entered by using "*" as one of the digits, such as when "9" is required to obtain an "outside" line. After entering the program mode, program the called number(s) as follows:

- A. Enter "#0...(1st telephone No.)... *#". The phone will respond with 3 beeps. If you are programming only one number, proceed to 5C. If the Wurtec phone is on a ringdown circuit, enter "_#0*#" and proceed to the next step, 6
- B. Enter "#1...(2nd telephone No.)... *#". The Wurtec phone will respond with 3 beeps. (Enter "#2", etc. for the third number & "#3", etc. for the fourth number)
- C. Continue to Step 6 or if no other programming is required, enter "##", to end programming. The Wurtec phone will respond with one beep and turn off. Remove battery, if used.

6. RECORDING SITE IDENTIFICATION MESSAGE

The site identification message is necessary to direct responding personnel to the proper location in the event assistance is required by someone who cannot respond verbally. The message cannot exceed approximately ten (10) seconds and should include elevator number, building name/address, city and state, if required. While in the programming mode, record your message as follows:

- A. Enter "#7".
- B. After beep, recite message.
- C. End message by entering "#8" or "0". In either case, the Wurtec phone will respond by repeating your message, followed by 3 beeps.
- D. Continue to Step 7 or if no other programming is required, enter "##", to end programming. The Wurtec phone will respond with one beep and turn off. Remove battery, if used.

7. PROGRAMMING THE SET-UP CODE

The set up code is a seven (7) digit number that enables the Wurtec phone to respond to your needs. It is factory installed as, "1180181". The individual digit options are explained in section 8 on page 11. To change this code, while in the programming mode, proceed as follows:

- A. Enter "#*"
- B. Enter new 7 digit code.
- C. Enter "**#". The Wurtec phone will respond with 3 beeps.
- D. If no other programming is required, enter "##" to end programming. The Wurtec phone will respond with one beep and turn off. Remove battery, if used.

8. SET-UP CODE OPTIONS

- A. DIGIT ONE (Telephone line application)
"1", Autodials the telephone number that is programmed into "#0" and if not answered within approximately 50 seconds, will dial the number that is in "#1". "3", To be used then the Wurtec phones are connected to the Wurtec remote autodialer.
- B. DIGITS TWO, THREE AND FOUR (Telephone timing)
"060" to "255", These digits represent the time that the Wurtec phone will remain "on line", in seconds. CAUTION DO NOT PROGRAM FOR LESS THAN ABOUT 90 SECONDS. Ten (10) seconds before the time expires, a message will come on line telling you to push "3" on your phone. Doing so will reallocate the full programmed time. "000" This will cause the phone to stay on until turned off by the called party or by caller pushing button.
- C. DIGIT FIVE (Telephone push button control)
"0", pushing the Wurtec telephone button once turns phone on. Phone will not turn off except by timing out or by called party.
"1", In addition to working the same as "0" above, a second push will turn phone off.
"2", Caller must push and hold the button continuously during the placement of call and conversation.

D. DIGIT SIX (Telephone numbering for autodialer/intercom or multiple phones on same line)

"0", For use to prevent turn on/off by called party.

"1" to "8", to be used with remote Autodialer/intercom or multiple phones on the same line to identify the telephones by number. Outside calls will be answered in about 5 rings. At that time, caller must enter "*1" to turn on phone "1", etc. Second entering of "*1" will turn phone off. Entering "*9" will turn all phones on, "* 0" will turn all off.

E. DIGIT SEVEN (Controls initial voice messages)

"0", Disables voice messages.

"1", Enables voice messages.

"5", Immediate two way conversation with delayed site identification message.

9. TESTING

After the Wurtec phone has been installed, push the button to start the process. You may wish to alert the called parties about this prior to starting tests. See Steps 7 through 10 of INSTALLATION INSTRUCTIONS for further testing.

Use Modular Jack for Technical Assistance. Plug in a phone and call 1-800-837-1066. No Dialtone? Check Wires and Phone Line. Programming Instructions also online at wurtec.com, under technical section.

PROGRAMMING SHEET

JOB NAME: _____

JOB NO: _____

1. **Enter phone number of elevator telephone.** Call: _____
After 5 rings, you will hear "Diddle, Diddle, Diddle"

2. **From open line, enter programming code "#94851"**
Phone will confirm with "Beep, Beep, Beep"

3. **Enter first number to be dialed.**
"#0_ _ _ _ _ * #"
Phone confirms with "Beep, Beep, Beep"

4. **Enter second, third, and fourth number if required**
"#1_ _ _ _ _ * #_ #2_ _ _ _ _ * #"
"#3_ _ _ _ _ * #"
Phone confirms with "Beep, Beep, Beep"

5. **Program 10-second site ID message.**
"#7", TONE: _____

Enter "0" to stop recording. Phone confirms with "Beep, Beep, Beep" "#8" plays message back. Phone confirms with "Beep, Beep, Beep"

6. **Program set up code.** (Factory setting is "1180181")
"# * _ _ _ _ _ * #"
Phone confirms with "Beep, Beep, Beep"

7. **Leave Programming mode and shut off phone "##"** Phone confirms with "Beep" and a disconnect.

PHONE OPERATING PROCEDURES

CALLING OUT:I. *The user will:*

- A. Press button to call.
- B. Hear dial tone and dialing of typical number. Will not hear dialing of 1-800 number.
- C. Hear a beep five (5) seconds later, then every seven (7) seconds until two-way communication is established. (The above procedure takes about seventeen (17) seconds.)
- D. Hear a second number being dialed, if programmed, and if first number dialed does not respond in thirty-five seconds. Approximately five rings.
- E. Hear a beep five (5) seconds later, then every seven (7) seconds until two-way communication is established. (Programmable phone time-out is 60 to 255 seconds.)

II. *The receiver will:*

- A. Hear phone ring and answer.
- B. Hear message "ELEVATOR CALL, AT THE TONE PRESS ONE TO TALK, PRESS TWO FOR LOCATION". User does not hear recorded message.
- C. **After** tone press one (1) to establish two-way communication.
- D. Then press two (2) to obtain building location, if required.
- E. Hear at the end of the building location message: "PRESS ZERO TO ALERT PASSENGER OF RESCUE". This starts light blinking on phone. (Wording on phone — "BLINKING INDICATES CALL ANSWERED, HELP IS ON THE WAY"). Hearing impaired users will know that help is on the way.
- F. Hear "BEEP, BEEP, BEEP" indicating that light is blinking.
- G. Toggle between 1 and 2 at any time after answering call.
- H. Prior to phone timing out, hear, "TO AVOID DISCONNECT, PRESS THREE NOW". (This message is played twice before the end of each time out period).

B. **CALLING BACK:**I. *The caller will:*

- A. Dial telephone and hear five (5) rings.
- B. Hears phone answer: DIDDLE, DIDDLE, DIDDLE. At this time the caller has two-way voice communication with the Wurtec telephone.
- C. All other operations are the same.

II. *The receiver will:*

- A. Hear phone ringing.
- B. Manually answer phone by pressing button.
- C. Or phone will answer automatically and hear DIDDLE, DIDDLE, DIDDLE.