

Voyager Legend UC B235-M Quick Setup Guide

plantronics®



B235-M Bluetooth

INCLUDED ACCESSORIES

Rechargeable Travel Case gives up to 14 hr additional talk time



Desktop Charger



Micro USB Charging Cable with magnetic adapter

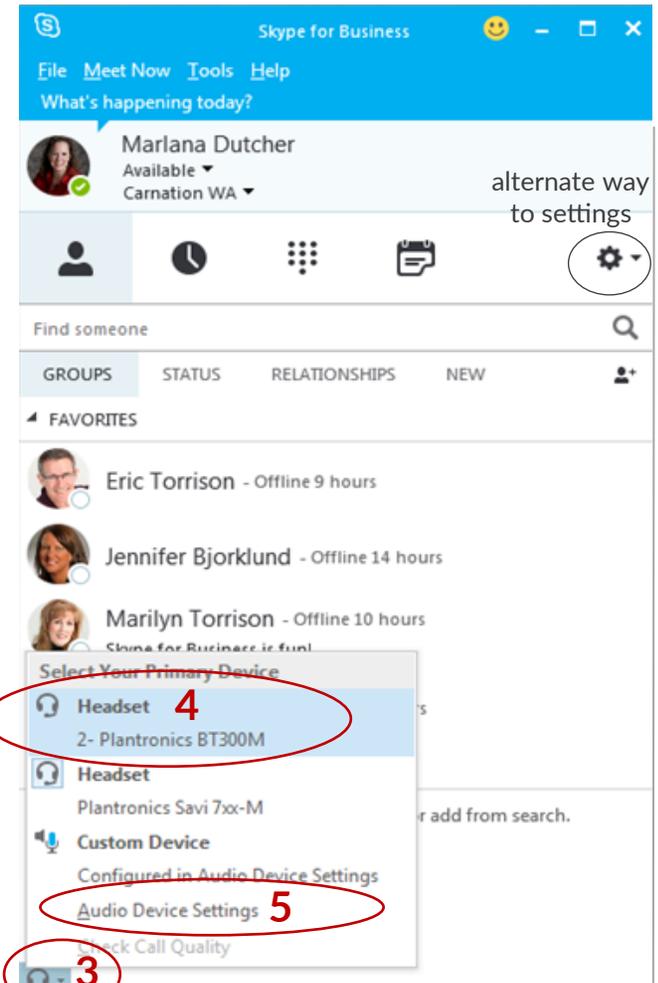


WELCOME

1. Plug your USB adapter into your PC. Do not plug into a docking station or USB hub.
2. Wait for installation process to complete. Go to your main Skype for Business window with your contacts (at right).
3. Click the **audio icon** at the bottom left.
4. Click **Plantronics BT300M** to select as primary device.
5. Select **Audio Device Settings** to test and adjust your headset Speaker, Microphone and Ringer volumes. Check **Also Ring** box and select an alternate ringer, if desired.

HELPFUL TIPS

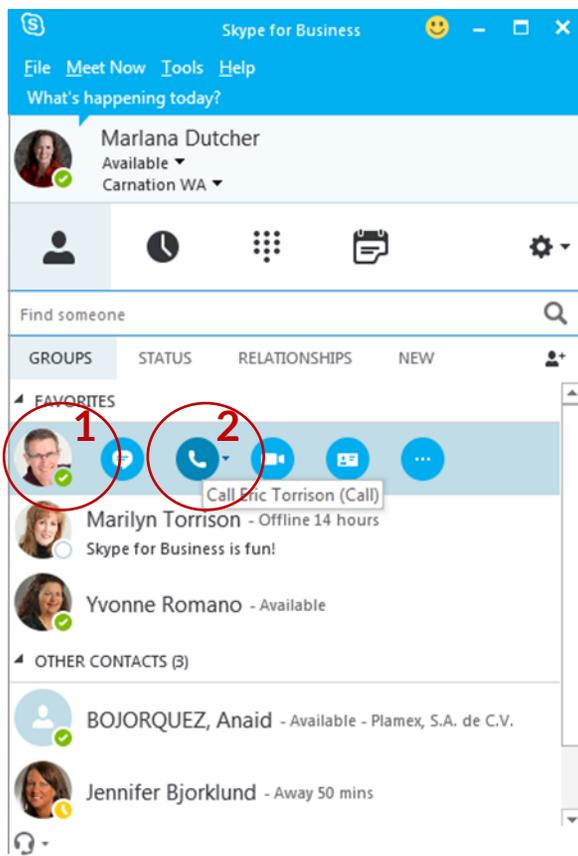
- ◆ Move the microphone close to but not touching your face—always pointing to the corner of your mouth.
- ◆ Use the convenient charging case to charge on the go. It protects your headset and USB adapter from damage in your pocket or bag.
- ◆ Use the same USB port every time or your headset may not work properly. USB configuration settings are unique for each port. If you connect the USB adapter to a different port you will need to make these changes again.



Making and Receiving Calls with Skype for Business

TO MAKE A CALL

1. **Hover over the picture** of the contact so your communication options show to the right.
2. **Click the phone icon** to place the call. Or search for a phone number or person in the **Find Someone** search field.



TO RECEIVE A CALL

1. When you receive a call, a notification window like this appears in the lower-right of your screen:



2. To answer the call simply **put the B235-M headset on**. If you are already wearing the headset, **press the answer button on your headset**, or **click on the caller's picture**.
3. You can also ignore or redirect the call using the **Options** and **Ignore**.

LEARN MORE

Quick Setup Guides and product manuals for Skype for Business audio devices are available on T-Mobile [Un-Tethered Training](#).

CARE OF HEADSET

- ◆ Use non-alcohol cleaner—alcohol makes plastics brittle and shortens product life. Non-alcohol towelette cleaners are available from BTP.
- ◆ Avoid extreme temperatures to maximize product life.
- ◆ Replacement parts and accessories are available from BTP.
- ◆ BTP facilitates 1-year manufacturer's warranty for B235-M headsets.

Need help with your audio device?
Please contact
Business Telecom Products:

425-649-9262 (Bellevue)
or 800-457-4287
Mon-Fri 8-5 PT
email: info@btpi.com

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