

**PANASONIC**  
Speaker Phone  
Easa-Phone  
Model No. KX-T2315

**For product service**

- Panasonic Service centers are listed in the service center directory.
- Call 1-800-545-2672 for the location of an authorized service center.

**When you ship the product**

- Carefully pack your unit, preferable in the original carton.
- Attach a letter, detailing the symptom, to the outside of the carton.

Symptom

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- Send the unit to an authorized service center, prepaid and adequately insured.
- Do not send your unit to the Panasonic Consumer Electronics Company listed below or to executive or regional sales offices. These locations do not repair consumer products.

**For your future reference**

Serial No.

Date of purchase

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(found on the bottom of the unit)

Name and address of dealer

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Panasonic Consumer Electronics Company,  
Division of Matsushita Electric Corporation of America  
One Panasonic Way, Secaucus, New Jersey 07094

Panasonic Sales Company,  
Division of Matsushita Electric of Puerto Rico, Inc.  
Ave, 65 de Infanteria, Km. 9.5, San Gabriel Industrial Park  
Carolina, Puerto Rico 00985

Please read **IMPORTANT SAFETY INSTRUCTIONS** On page 33 before use. Read and understand all instructions.

## FEATURES

Thank you for purchasing the Panasonic Telephone.  
The KX-T2315 features include:

- **Local Mode**  
The unit can be set to prohibit the user from making long-distance and overseas calls.
- **Built-in Speakerphone**  
To converse “hands-free” or have conference calls.
- **One-Touch/Speed Dialing**  
For up to 20 16-digit telephone numbers plus 8 one-touch automatic dialing buttons.
- **Switchable Tone/Pulse Setting**  
For compatibility with tone-actuated systems and any phone line.
- **One-Touch Tone Switching**  
Lets you temporarily switch to tone from pulse mode by pressing a button.
- **Electronic Hold**  
To hold your calling party --- can be released just by lifting the handset of the unit or any extension.
- **Timed Flash (700 ms) Memory**  
For automatic dialing and special telephone company services, such as call waiting.
- **On-Hook Dialing**  
Monitor speaker lets you dial without lifting the handset.

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## **LOCATION OF CONTROLS AND JACK**

- 1) Direct Call Button:** They are used to dial telephone numbers already stored in them.  
(One-Touch Dialing)
- 2) Memory Card:** This card is used to write the names of the persons whose phone numbers have been stored in the speed dialing buttons. On the reverse of this card, find directions for automatic dialing and storage.
- 3) Flash Button:** It is used to access some of the features of your host PBX, and your telephone company.
- 4) Mute Button:** It is used when you do not want your voice to be heard by the other party. The voice of the calling party will still be heard.
- 5) Hold Button:** It is used to put the calling party on hold during a conversation.
- 6) Auto/Store Button:** It is used to store and dial telephone numbers in speed dialing mode.
- 7) Ringer Volume Selector:** It is used to adjust the ringer volume level.
- 8) Program Button:** It is used to program telephone numbers in memory.
- 9) Dialing Mode Selector:** It is used to select either Pulse or Tone dialing.
- 10) Pause Button:** It is used to pause during dialing.
- 11) Redial Button:** It is used to redial the last dialed telephone numbers.
- 12) SP-Phone Button and Indicator:** It is used for on-hook dialing and hands-free operation. When this feature is being used, the indicator lights.
- 13) Mute/Store Indicator:** Lights up when the MUTE or PROGRAM button is pressed.
- 14) Telephone Line Jack**
- 15) local Call Only Switch:** It is used to select the local only.

## **BATTERY INSTALLATION**

Three R6 (AA, UM-3) size batteries serve as the power source to activate the SP-PHONE fully, and to retain the stored phone numbers in memory.

- 1) Remove the wall mounting adapter from the bottom of the unit.
- 2) Open the battery compartment cover.
- 3) Insert the three R6(AA,UM-3) size batteries observing the correct polarity, then close the compartment cover.
- 4) Insert the tabs of the wall mounting adapter into the openings of the unit, then push it in the direction of the arrow. (The word "DESK UP" on the adapter should be upward.)

### NOTE:

- Please check your batteries before calling telephone repair.
- To prevent loss of the stored telephone numbers, replace new batteries within 10 minutes after removing the old ones.
- Disconnect the telephone cord before opening the battery compartment cover.
- Replace all the batteries once a year, or mis-operation may occur.
- Do not use Nickel-Cadmium batteries.

### BATTERY PRECAUTIONS:

- The batteries should be used correctly, otherwise, the unit may be damaged due to battery leakage.
- Do not mix different types of batteries.
- Do not charge, short-circuit, disassemble, heat or dispose in fire.
- Remove all the batteries when replacing.

## **CONNECTION**

- 1) Connect the handset: Fasten the handset cord to the holder at the bottom of the unit.
- 2) Connect the telephone line cord: Connect cord to single-line telephone jack (RJ11C)

### NOTE:

- Use only Panasonic handset for the KX-T2315.

## **INITIAL SETTINGS**

### **1) Dialing Mode Selector:**

Set to "**Tone**". If dialing can not be done, set to "**Pulse**".  
(Dialing Mode Selector Button is located on the mid-right side of your Panasonic phone.)

### **2) Volume Selector:**

Used to adjust the sound level from the built-in speaker.  
(Volume Selector Button is located on the top right side of your Panasonic phone.)

### **1) Select the Ring Volume:**

HIGH: The ringing sound will be high.  
LOW: The ringing sound will be low.  
OFF: The telephone will not ring.  
(Ring Volume Button is located on the right side just below the Volume Selector Button of your Panasonic phone.)

### **2) Local Call Only Switch:**

OFF: Local and long distance calls can be made.  
ON: The manual or automatic dialing operation of a number with more than 8 digits are not possible.  
(Local Call Switch Button is located on the bottom of phone.)

## **Memory Card**

Use a pencil or a ball-point pen to fill in the station directory with station name.  
(You can use the reverse side for writing, too.)

- Remove the cover using an instrument with a pointed end like a pen.

## **MAKING AND RECEIVING CALLS**

### **Making calls with a handset**

- 1) Lift the handset.
- 2) Dial the telephone number.
- 3) Speak to the other party.
  - You can switch to the speakerphone at anytime by pressing the SP-PHONE button. You can replace the handset on the cradle.
- 4) Hang up when finished.

### **Making calls with the speakerphone**

- 1) Press the SP-PHONE button.
  - The SP-PHONE indicator will light.
- 2) Dial the telephone number.
- 3) Speak to the other party.
  - You can also switch to the handset at anytime by lifting the handset.
- 4) When finished, Press the SP-PHONE button again.
  - The SP-PHONE indicator light goes out.

### **Helpful Hints when using the speakerphone**

- When the other party finds it difficult to hear your voice:  
Lower the sound level using the Speaker Volume Control or speak louder.
- Absorbing echoes:  
Use in a room that has curtains or carpeting.
- To avoid lost or broken conversation:  
If you and the caller speak at the same time, parts of your conversation will be lost. To avoid this, speak alternately.

## **MAKING AND RECEIVING CALLS (continued)**

### **Receiving Calls**

- 1) Lift the handset.  
Press the SP-PHONE button.
- 2) Speak to the calling party.  
Speak into the microphone.

### **Redialing**

Press the **Redial** button when the line is busy.

- Pressing the **Redial** button enables you to redial once.

## **STORING PHONE NUMBERS**

- There are 20 memory stations, each station is capable of storing 16 digits.
- There are 8 Direct Call buttons, each is capable of storing 16 digits. Each Dialing button serves as a memory station.

Be sure that the handset is on the cradle and the SP-PHONE indicator is off and the batteries are installed.

**CAUTION:** Please, do not press any button of “automatic dialer” before programming. This is to prevent mis-operation of auto dialer function.

 Home Use

### **Speed Dialing**

- 1) Press the **Program** button until the **Store** indicator light is on.
- 2) Press the Station number.
  - Phone numbers can be stored into memory station “0 1” to “2 0” following the same procedure.
- 3) Dial the telephone number.



## **STORING PHONE NUMBERS** (continued)

- 4) Press the **Auto/Store** button to store the number into memory.
- 5) After storing all the numbers, press the **Program** button.
  - The STORE indicator light goes out.

NOTE: When pressing the station number for speed dialing, use the digits 01, 02, 03, ...09, etc., as 1, 2, 3, ...9, will not be recognized by the phone.

### Home Use

#### **One-Touch Dialing**

- 1) Press the **Program** button until the **Store** indicator light is on.
- 2) Press the **Direct Call** button.
- 3) Dial the telephone number.
- 4) Press the **Auto/Store** button to store the number into memory.
  - To store other telephone numbers, repeat steps 2 through 4.
- 5) After storing all the numbers, press the **Program** button.
  - The STORE indicator light goes out.

### Office Use (PBX)

- 1) Press the **Program** button until the **Store** indicator light is on.
- 2) Press the Station number.
  - You may use the Direct Call button instead of pressing the station number.
- 3) Enter Line access number for an example 9.
- 4) Press the **Pause** button.
- 5) Dial the telephone number.
- 6) Press the **Auto/Store** button.
  - To store other telephone numbers, repeat steps 2 through 6.
- 7) After storing all the numbers, press the **Program** button.
  - The **Store** indicator light goes out.

## **AUTOMATIC DIALING**

### **Speed Dialing**

- 1) Lift the handset, or press the **SP-PHONE** button.
- 2) Press the **Auto/Store** button, then press the station number. (01 to 20)
- 3) Speak to the other party.

### **One-Touch Dialing**

- 1) Lift the handset, or press the SP-PHONE button.
- 2) Press the **Direct Call** button.
- 3) Speak to the other party.

- To change a stored number, repeat the steps of “Storing Phone Numbers”.
- If the batteries are not installed, programming and speakerphone operation can not be done.

### **Correcting an Error while Storing**

Press the **PROGRAM** button if you notice an error.

- Repeat all the steps of “Storing Phone Numbers” to reprogram.

### **Erasing Stored Numbers**

Example: To erase the number in memory station 02: Be sure that the handset is on the cradle and the SP-PHONE indicator is off and the batteries are installed.

- 1) Press the **PROGRAM** button until the **STORE** indicator light is on.
- 2) Press the Station number 02.
- 3) Press the **AUTO/STORE** button.
- 4) Press the **PROGRAM** button.
  - The STORE indicator light goes out.

NOTE: If the number that you want to erase is stored in a direct call button, press That button on step 2 of the above procedure.

## **AUTOMATIC DIALING (continued)**

### **Confirming a Stored Number**

Be sure that the handset is on the cradle and the **SP-PHONE** indicator light is off and the batteries are installed.

- 1) Press the **PROGRAM** button until the **STORE** indicator light is on.
- 2) Repeat storing the same number into the same station.
- 3) Press the **AUTO/STORE** button.
  - The **STORE** indicator.  
Flashes once: The entry is the same as what was previously stored.  
Lights: The entry is different from the one that was previously stored.

## **OTHER FEATURES**

### **Mute Operation**

The **MUTE** button is useful when you do not want your voice or conversation to be heard by the other party.

- 1) Press the **MUTE** button.
  - The **MUTE** indicator light in on.
- 2) To resume the conversation, press the **MUTE** button again.
  - The **MUTE** indicator light is off.

### **Tone Button Usage**

If you want to change from pulse mode into tone mode during dialing, the **TONE** button can be used instead of changing the Dialing Mode selector.

### **Pause Button Usage**

The **PAUSE** button function is needed behind the PBX for outside line access or a computer access dial tone.

When you press the **PAUSE** button, you can dial the phone number without waiting for an outside dial tone.

One pause is required when waiting for an outside dial tone.

Example (PBX):

9-----PAUSE-----Phone No.

“9” is the Line Access Number.

Some PBXs require this “PAUSE” for the redial function

## **HOLD**

### **Placing a Call on Hold**

The HOLD Button is used to keep a call on hold while having a conversation.

Press the **HOLD** button while having a conversation.

- The **HOLD** indicator flashes slowly.
- You can place the handset on to the cradle, if needed.

### **Releasing a Call on Hold**

- If the handset is the off-hook: Press the **HOLD** button and start speaking.
- If the handset is on the cradle: Lift the handset or press the **SP-PHONE** button and start speaking.
- When using another telephone connected on the same line: Lift the handset of the other telephone.

If the hold is not released, press the hook switch of the other telephone for about one second.