



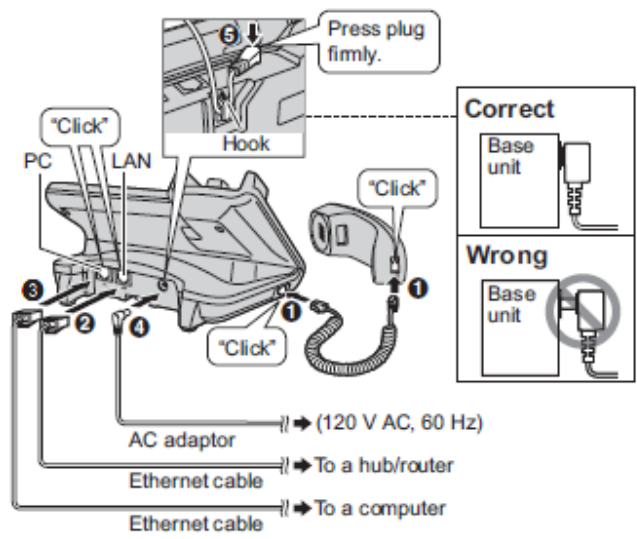
PANASONIC TGP550/TPA50 QUICK SETUP GUIDE

Online instructional videos and manufacturer user guides are also available. Visit www.primus.ca/hpbxguide for more information.

What You Need

<ul style="list-style-type: none"> ▪ Panasonic base unit (model KX-TGP550) from Primus Business Services 	
<ul style="list-style-type: none"> ▪ An Internet connection with a modem or router 	 <p><i>Your device may vary</i></p>
<ul style="list-style-type: none"> ▪ Hosted PBX service from Primus Business Services 	

Setting Up the Base Unit



1. Plug one end of the coiled handset cord to the base unit and plug the other end to the corded handset.
2. Take the Ethernet cable (included with your phone) and plug one end to the port on the base unit labelled "LAN." Plug the other end of the cable to your Internet modem or router.
3. If you have a computer that requires network or Internet access and you do not have enough Ethernet ports on your modem or router, you can connect the computer to your network through the base unit. Take the Ethernet cable connected to your computer, and plug it into the port labeled "PC." The base unit will pass all of your computer's network traffic straight through to your computer, with no impact on your phone calls.
4. Plug the AC adapter into the base unit. Press the plug firmly to make sure it is in place. There is a hook at the bottom of the unit to secure the cable in place to prevent it from being accidentally pulled out. Plug the AC adapter into an electrical outlet.

Once everything is connected, the phone will go through an auto-configuration process, which may take up to 10 minutes. You are ready to make and receive calls when the **STATUS** light indicator turns from a flashing green to a **solid green**.

NOTE:

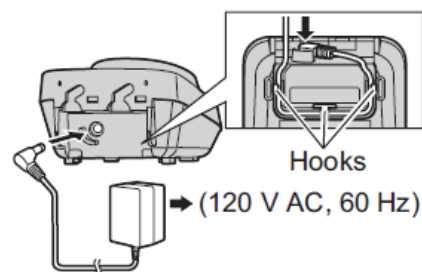
- The configuration may take up to 10 minutes, and may reboot several times. Leave the phone plugged in for at least 10 minutes before making any changes.
- When the Panasonic base unit is first connected to power, the status indicator will be **solid red**. If you see the message "connect the Ethernet cable," make sure the Ethernet cable is properly in place from the LAN port on the base unit to your modem/router/firewall.
- If the status indicator remains **red** or **amber** after 10 minutes, try plugging the base unit directly to your Internet modem instead of through your routers, switches, or firewalls.
- For additional troubleshooting tips, please review the **Hosted PBX Small Office Basic Troubleshooting Guide**, available at <http://primus.ca/business/hpbxguide>.

If the configuration process was interrupted or if you need assistance, please contact Primus HPBX Technical Support at 1-888-222-8577.

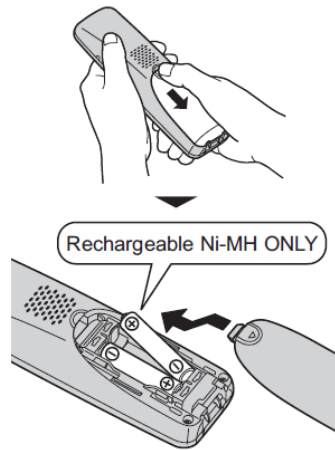
Status Light Indicators

STATUS Indicator	
Solid Green	The base unit is connected to the Internet and connected to the HPBX Small Office system.
Flashing Green	The base unit is downloading data. Do not disconnect the Ethernet cable or AC power adaptor from the base unit until the light becomes solid green.
Solid Red	The base unit is booting up.
Flashing Red	The base unit is registering a handset.
Solid Yellow	The base unit's IP address may conflict with another IP address on your network.
Flashing Yellow (slow)	The base unit is attempting to connect to the Internet or to the HPBX Small Office system. If it flashes indefinitely, check your network settings, ensure your Internet connection is working, or try restarting all your devices.
Flashing Yellow (fast)	The device may be defective. Unplug and reconnect the AC power adaptor to reset the unit. If it flashes indefinitely, contact Primus Technical Support.
Off	The base unit is off and not powered, or the Ethernet cable is not connected properly, or it is not getting an active network connection. Ensure your Internet connection and network devices are turned on.

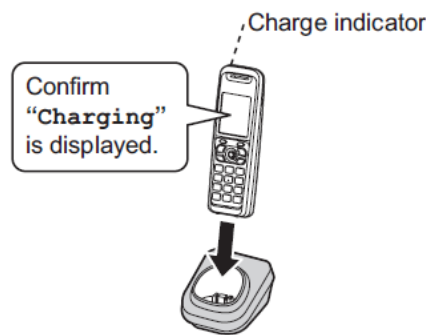
Setting up the Cordless Handset



1. Plug the AC adapter into the charger. Press the plug firmly to make sure it is in place. There are hooks at the bottom of the unit to secure the cable in place to prevent it from being accidentally pulled out. Plug the AC adapter into an electrical outlet.



2. Remove the plastic wrapper from the rechargeable batteries included in the box, and place them into the handset.



3. Place the handset into the charger and confirm that "Charging" is displayed. Charging the unit takes about 6 hours. When the batteries are fully charged, the charge indicator goes off and "Fully charged" is displayed. You are now ready to make and receive calls from the cordless handset.

NOTE:

- By default, the base unit and cordless handset are assigned the same HPBX user. If you have multiple Hosted PBX users, you may want to assign a separate user to the cordless handset. Please review the Panasonic TGP550/TPA50 Handset User Assignment Guide, available at <http://primus.ca/business/hpbxguide>, for instructions.
- If you ordered additional cordless handsets (Panasonic KX-TPA50), you must register them with the base unit before using it. See the next section.

Registering Additional Cordless Handsets (Panasonic KX-TPA50)

The Panasonic KX-TGP550 can support up to 6 cordless handsets. If you ordered additional cordless handsets for your phones, you must register the handset with your base unit before using it.

1. Follow the steps in the previous section to set up the cordless handset.



2. Press and hold the **ALL** button on the base unit for about 4 seconds until the status indicator flashes **red**. The base unit will emit a beeping sound.



3. Press **OK** on the cordless handset then wait until a long beep sounds. If the handset happens to ring while you are doing this, press the **ALL** button again on the base unit to stop, and repeat the process from the beginning.
4. With more than one cordless handset, it is easy to get them mixed up. You can name each handset to avoid confusion. To name the handset, press **MENU** by pressing the centre joystick, then select **Initial Settings**, then **Handset Name**. Enter a name for the handset, and press **OK**. Choose **On** for standby display, and press **SAVE**.