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Wireless Headset Setup Guide

JPL – X450

How to setup your new Athena HS-D2 headset

- Before you begin, please check that you have 3 packages;
    1. The HS-D2 Headset
    2. The EHS Adapter
    3. The EHS Adapter cable
- DO NOT power up any device until instructed
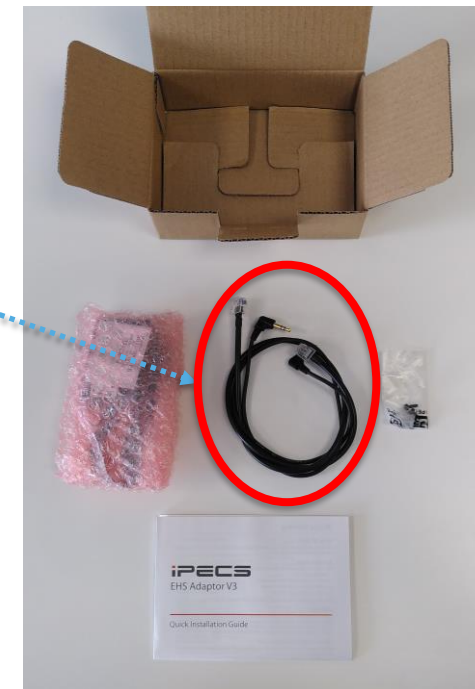- Ensure that the handset volume of your phone is set to max

How to setup your new Athena HS-D2 headset

- **Step 1:**
  - Power down your phone by either;
    1. Removing the local power supply from the rear of the device (IP or Digital phones)
    OR
    2. Unplugging it from the network where PoE (Power over Ethernet) is being used to power the phone (IP Phones only)
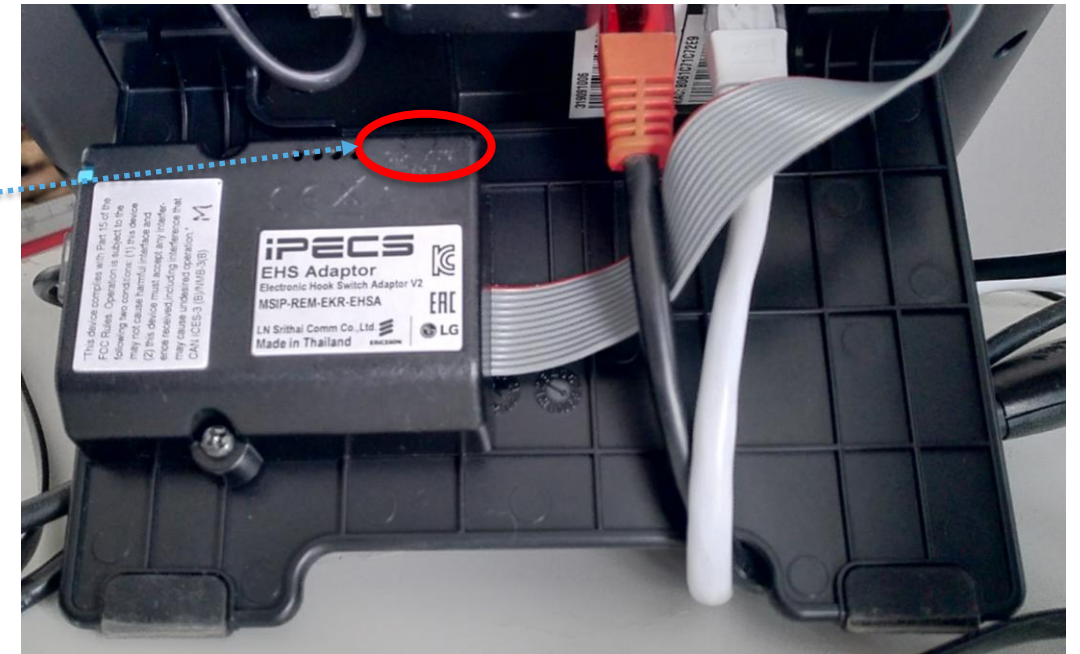
How to setup your new Athena HS-D2 headset

- Step 2: Unboxing the EHS Adapter
  - Check that the EHS adapter is v3 or above
  - Unpack the contents of the box and put aside the supplied cables as they are not used with the Athena headsets
  - Remove the EHS adapter from the bubble wrap and **keep the small bag of screws safe** as these are required in the next step

How to setup your new Athena HS-D2 headset

- **Step 3:** Attach your EHS adapter to the stand of your phone
  - Using the screws provided, attach the EHS adapter to the underside of the stand of the phone with the EHS adapter oriented as per the photo
  - Ensure that the 'type' switch is set to SIP

How to setup your new Athena HS-D2 headset

- **Step 4:** Connect the ribbon cable
  - Connect the flat 'ribbon' cable from the EHS adapter to the port on the back of your phone.
  - This port is located on the bottom right corner as you look at the front of your phone

How to setup your new Athena HS-D2 headset

- **Step 5:** Unboxing the HS-D2
  - Ensure that the box contains:
    - Headset (1)
    - Headset base (2)
    - RJ11 cable and spare (red) earpiece cover (3)
    - USB cable (4) — **If you have the version with USB connection option**
    - Power supply (5)

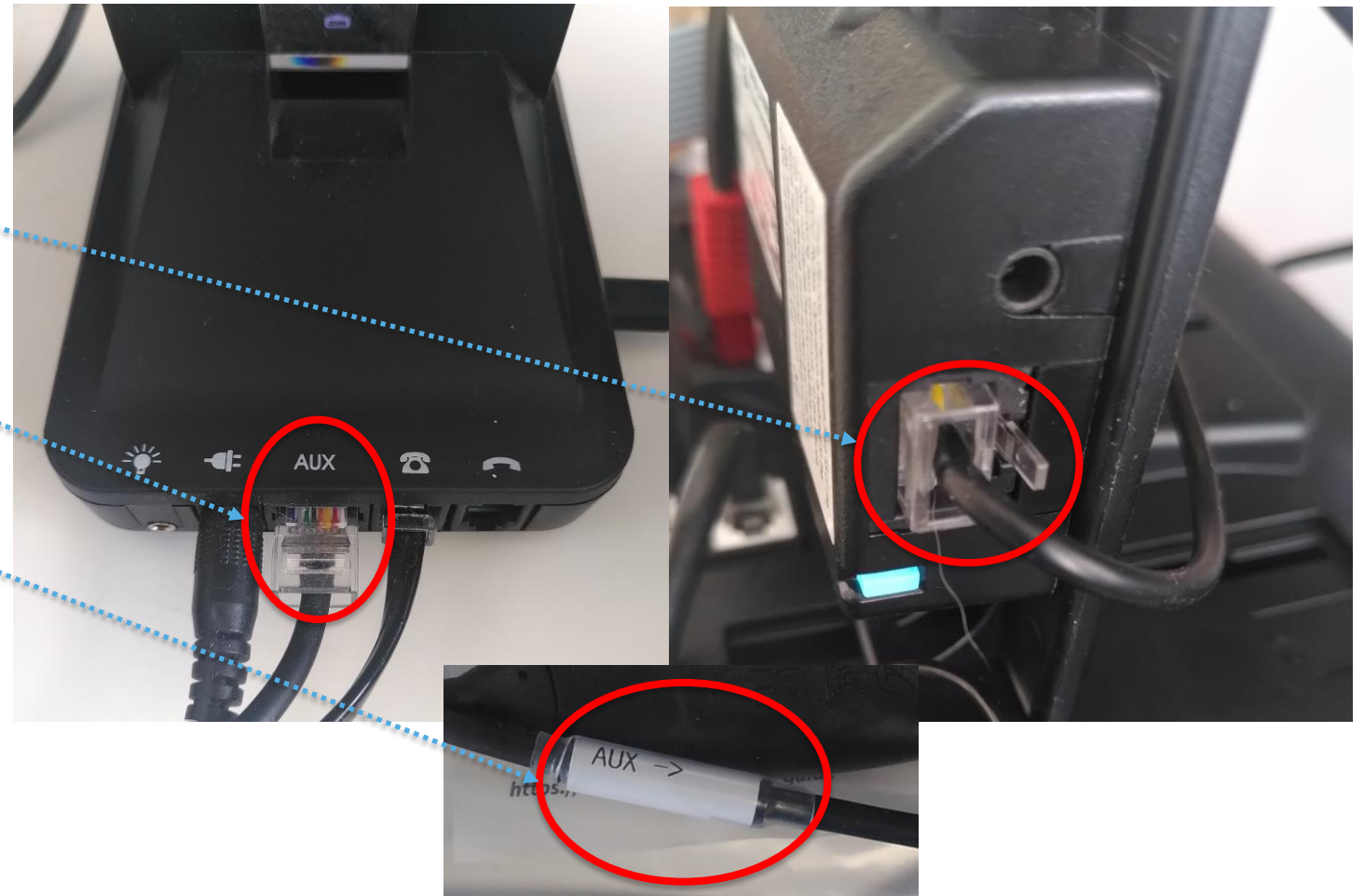**NOTE: DO NOT POWER UP THE HEADSET UNTIL INSTRUCTED**

How to setup your new Athena HS-D2 headset

- **Step 6:** EHS Adapter cable
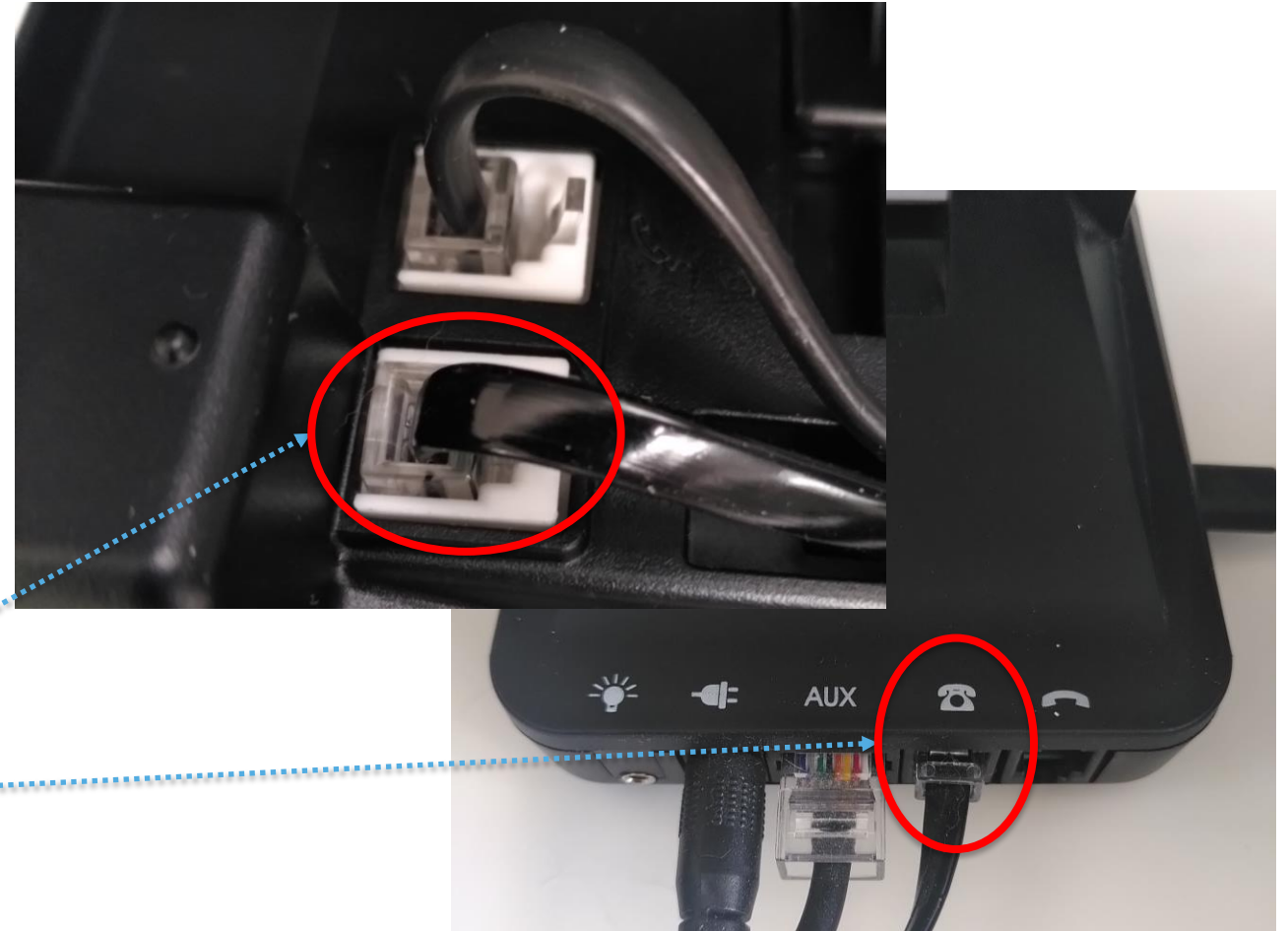   - Your EHS Adapter cable will be in a clear plastic bag with a label marked "EHS-11"

How to setup your new Athena HS-D2 headset

- **Step 7:** Connecting the cables
  - Take the EHS Adapter cable and plug one end into the EHS adapter on the phone and the other end into the AUX port on the headset base
  - Take great care to ensure that the EHS cable is correctly oriented according to the arrow on the cable – this is the end that is connected to the headset base

How to setup your new Athena HS-D2 headset

- **Step 8:** Connect the RJ11 cable
  - From the headset box contents, remove the RJ11 cable from the plastic bag – but keep the red plastic earpiece cover in case you want a headset that is a little more colourful!! ☺
  - Careful lay the phone face down and on the rear there is a spare port below where the handset is connected. Connect the RJ11 cable from this port to the port with the phone symbol on the back of the headset stand
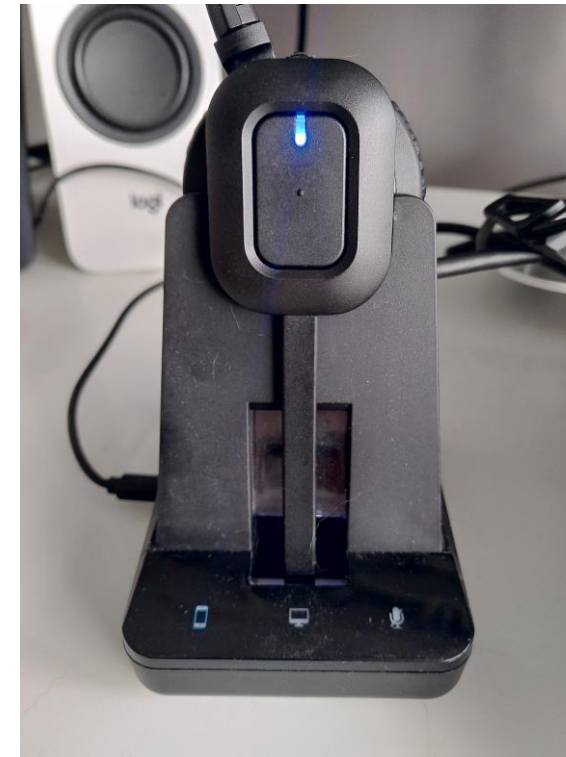
How to setup your new Athena HS-D2 headset

- **Step 9:** USB connection
  - If you are using the USB and Bluetooth version of the HS-D2 the you will need to connect the USB cable from the headset base to your PC or a USB hub
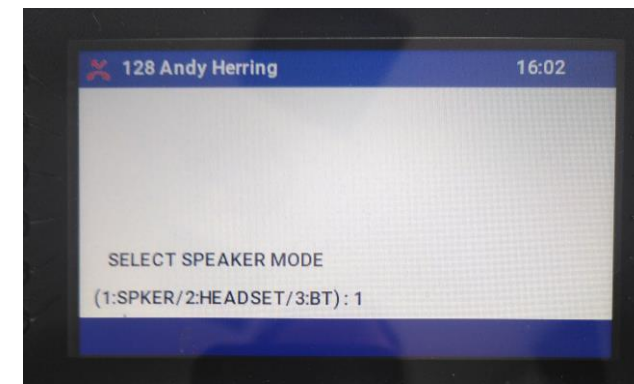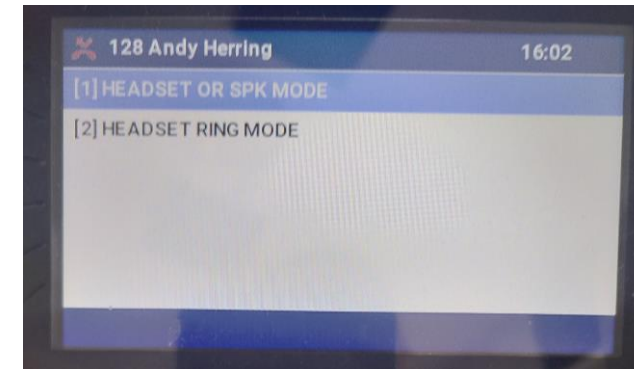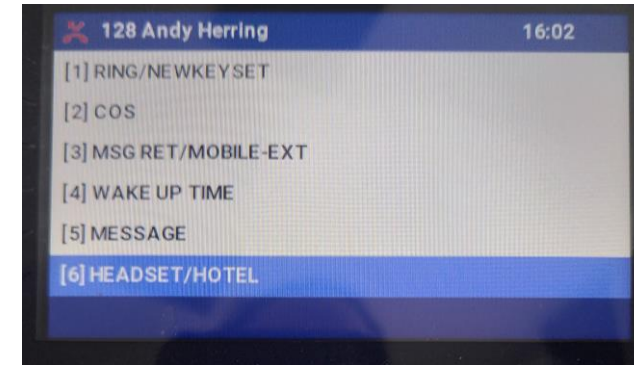
How to setup your new Athena HS-D2 headset

- **Step 10:** Power up the devices
  1. Place the headset into the based and connect the power supply
  2. Power up your desk phone by connecting the local power supply or by connecting to a PoE network point
  3. Wait for the LEDs on the Headset and EHS Adapter to turn Blue.
     - If the LEDs do not turn Blue, remove power then unplug all cables and repeat the setup process. If the LEDs still do not turn blue then contact a technician for support
  4. You should then make a test call for a period of up to 3 minutes to allow the headset to tune into the desk phone and ensure the best quality audio going forwards

How to setup your new Athena HS-D2 headset

- **Step 11:** Setup your headset preferences on the phone
    1. Press the "Trans" (Transfer button with your phone in idle state
    2. Select option 6
    3. Select option 1
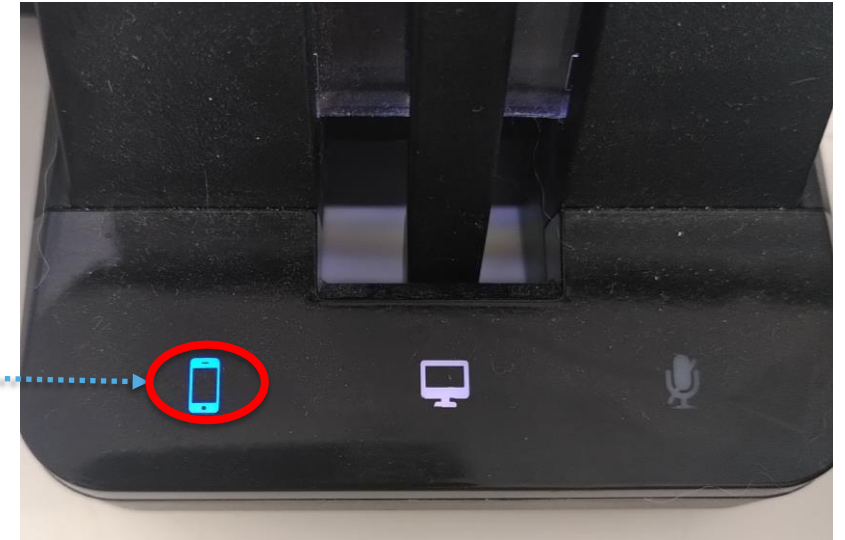   4. Select option 1 or 2 depending on whether you want calls to ring on the phone or your headset

How to setup your new Athena HS-D2 headset

- **Step 12:** Adjusting volumes
  - Earpiece – The volume of your earpiece is controlled by the dial on the rear of the headset
  - Microphone – The volume of your microphone is controlled by the buttons on the left hand side of the headset base
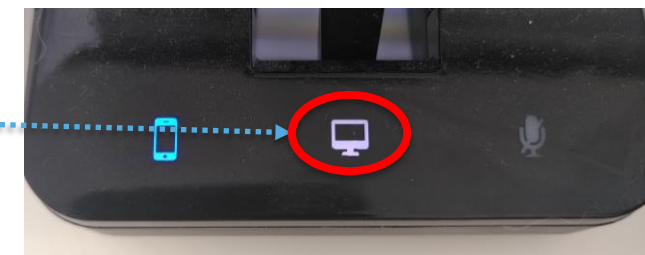

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How to setup your new Athena HS-D2 headset

- **Step 13:** Using Bluetooth
  - If your headset is the Bluetooth and USB equipped version you will be able to connect to a PC and mobile devices as well as your desk phone
  - Example: Connecting to an Android phone
    1. On the headset base, tap the far left icon which will then flash blue
    2. Wait until your device can see "DW-780UB (0104)
    3. Select this device and wait for your mobile to complete the pairing
    4. You can now use your HS-D2 with you mobile as well as your desk phone
  - Repeat process to connect to other BT-equipped devices such as a laptop

How to setup your new Athena HS-D2 headset

- **Step 14:** Using USB
  - If you have the USB and Bluetooth-equipped version of the HS-D2 then you will be able to connect your headset to your PC to use for video calls and other interactive communications through Apps such as Microsoft Teams, Zoom etc
  - To connect to a PC simply attached the USB cable to the base and your PC as described in previous steps
  - Your PC will recognise the device as X450
  - Go to your preferred App and set the headset as the audio device
  - The pictures on the next slide detail the process for MS Teams
  - To use the headset with your PC simply tap the middle icon on the front of the headset base

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How to setup your new Athena HS-D2 headset

- **Step 15:** Using your HS-D2 with MS Teams
  1. Click on your user icon at the top right of the screen
  2. Select "Devices" from the settings list
  3. From the drop down list select "JPL-X450