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› AT&T Corded Phone with 25 min Digital Answering Machine, Backlit Tilt Display, Audio Assist, Speakerphone, A/C Power (CL4940BK), Black User Manual

AT&T CL4940-BK

AT&T CL4940-BK Corded Phone User Manual

Comprehensive instructions for setup, operation, and maintenance of your AT&T CL4940-BK Corded Phone with Digital Answering Machine.

1. SETUP

1.1 Package Contents

Before you begin, ensure all items are present in your package:

- Telephone Base
- Handset
- Curly Cord (for handset)
- A/C Adapter
- Telephone Line Cord
- Wall Mount Bracket (if applicable)

1.2 Connecting the Phone

Follow these steps to connect your AT&T CL4940-BK corded phone:

1. Connect the curly cord to the handset and the handset jack on the telephone base.
2. Connect one end of the telephone line cord to the TEL LINE jack on the base and the other end to a telephone wall jack.
3. Connect the A/C adapter to the POWER jack on the base and plug the other end into a standard electrical outlet.
Note that A/C power is required for all features to function, though basic call/receive will work with line power only.
4. For wall mounting, attach the included wall mount bracket to the base and secure it to a wall plate.



Figure 1: Overview of the AT&T CL4940-BK Corded Phone, showing the main unit with handset and display.

1.3 Initial Setup

Upon first power-up or after a power outage, you may need to set the date, time, and language:

- Press **MENU/SELECT** to access the menu.
- Navigate using the **DIR ▲** or **CID ▼** buttons to find "Set Date/Time" or "Language".
- Press **MENU/SELECT** to confirm your selection.
- Use the keypad to enter the correct date and time, and the navigation buttons to select your preferred language (English, Spanish, or French).
- Press **MENU/SELECT** to save changes.

2. OPERATING YOUR PHONE

2.1 Making and Receiving Calls

- To make a call: Lift the handset or press **SPEAKER**, then dial the number.
- To receive a call: Lift the handset or press **SPEAKER** when the phone rings.
- To end a call: Place the handset back on the base or press **SPEAKER** if on speakerphone.

2.2 Using the Speakerphone

The built-in speakerphone allows for hands-free conversations:

- To activate: Press the **SPEAKER** button during a call or before dialing.
- To switch back to handset: Lift the handset.
- To adjust speaker volume: Use the **VOLUME ▲/▼** buttons.

2.3 Audio Assist Feature

The Audio Assist feature temporarily boosts the volume for clearer listening during conversations, especially useful for hard-to-hear calls:

- During a call, press the **AUDIO ASSIST** button.
- Press it again to deactivate the boost.

2.4 Digital Answering System

The integrated digital answering system can record up to 25 minutes of messages and applies a time/day stamp to each. An audible message alert will notify you of new messages.



Figure 2: Front view of the phone, highlighting the large keypad and backlit tilt display for easy operation.

2.4.1 Recording a Greeting

- Press **MENU/SELECT**.
- Navigate to "Answering System" and then "Record Greeting".
- Follow the voice prompts to record your personalized outgoing message.

2.4.2 Playing Messages

- Press the **PLAY/STOP** ■ button to listen to new messages.
- Press **REPEAT** ◀◀ to repeat the current message or go back to the previous message.
- Press **SKIP** ▶▶ to skip to the next message.

2.4.3 Deleting Messages

- During message playback, press **DELETE X** to delete the current message.
- To delete all old messages, press **DELETE X** twice when the answering system is idle.

2.5 Caller ID

The phone stores a 50 name/number caller ID history (requires subscription with your telephone provider):

- Press **CID ▼** to scroll through the caller ID log.
- To redial a number from the log, press **SPEAKER** or lift the handset when the desired entry is displayed.

2.6 Phonebook and Speed Dial

Store up to 25 names and numbers in the phonebook and assign 10 numbers to speed dial for quick access:

- To add a phonebook entry: Press **MENU/SELECT**, navigate to "Phonebook", then "Add New Entry". Follow prompts to enter name and number.
- To use speed dial: Press the assigned speed dial number (0-9) and then **SPEED DIAL**, or simply press the number while on-hook and then lift the handset or press **SPEAKER**.

3. MAINTENANCE

3.1 Cleaning Your Phone

To keep your phone in good condition:

- Wipe the phone's surface with a soft, slightly damp cloth.
- Do not use cleaning sprays or harsh chemicals, as they may damage the finish or electronic components.
- Avoid getting moisture into any openings.

3.2 Power Considerations

The AT&T CL4940-BK requires A/C power for all advanced features, including the digital answering machine, display backlight, and speakerphone. Basic call/receive functionality may work during a power outage if the phone line remains active.

- The Message Guard Memory feature saves recorded messages even during a power failure.
- However, settings such as date, time, and potentially speed dial numbers may need to be reset after a power outage.

4. TROUBLESHOOTING

If you experience issues with your phone, refer to the table below for common problems and solutions. For more detailed troubleshooting, consult the full user manual available online.

Problem	Possible Solution
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Problem	Possible Solution
No dial tone.	• Ensure all cords (telephone line, handset, A/C adapter) are securely connected. • Check if the telephone line is active by testing with another phone. • Verify the A/C adapter is plugged into a working outlet.
Static or poor sound quality.	• Move the phone away from other electronic devices (computers, routers) that may cause interference. • Check the telephone line cord for damage. • If using Audio Assist, try toggling it off and on.
Answering machine not recording messages.	• Ensure the answering system is turned ON. • Check if the memory is full; delete old messages if necessary. • Verify A/C power is connected, as the answering machine requires it.
Display is blank or not lit.	• Ensure the A/C adapter is properly connected and receiving power. • The display backlight requires A/C power.
Date/Time resets after power outage.	• This is normal behavior for this model. Re-enter the date and time manually after power is restored. • Consider connecting the phone to an uninterruptible power supply (UPS) if frequent power outages are an issue.

For a comprehensive guide and additional troubleshooting steps, you can download the full user manual from the manufacturer's website. A user review mentioned the following link: [AT&T CL4940 Full User Manual \(PDF\)](#).

5. PRODUCT SPECIFICATIONS

Key technical specifications for the AT&T CL4940-BK Corded Phone:

Feature	Detail
Model	CL4940-BK
Brand	AT&T
Telephone Type	Corded
Answering System Type	Digital
Recording Capacity	Up to 25 minutes

Feature	Detail
Phonebook Directory	25 names/numbers
Caller ID History	50 names/numbers
Display	Backlit Tilt Display
Keypad	Large Big Button Keypad
Special Features	Audio Assist, Speakerphone, 10-number Speed Dial, Volume Control, Redial, Flash, Mute, Equalizer, Hearing Aid Compatible
Mounting Type	Desktop or Wall Mountable
Power Source	Corded Electric (A/C adapter included)
Dimensions (L x W x H)	10.16 x 25.4 x 22.86 cm (4 x 10 x 9 inches)
Weight	1.13 kg (2.49 lbs)
Compatible Devices	PSTN (Public Switched Telephone Network)

6. WARRANTY AND SUPPORT

This AT&T product is manufactured by VTech Communications, Inc. For warranty information and technical support, please refer to the warranty card included with your product or visit the official AT&T or VTech support website. Typically, warranty coverage includes defects in materials and workmanship under normal use. Keep your purchase receipt as proof of purchase for any warranty claims.

For direct assistance, you may contact AT&T customer support or VTech Canada, the manufacturer, for your region. Contact details are usually provided in the product packaging or on their official websites.

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Ask about setup, troubleshooting, compatibility, parts, safety, or missing instructions. Manuals+ will review the question and use this page's manual context to help answer it.

Name

Anonymous

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After a successful submission, we securely hash the supplied account or form email before sending it to Microsoft Advertising for conversion attribution. [Privacy details](#).

Question

Example: How do I reset this device or fix this error?

Details

Model number, symptoms, what you tried, or the section of the manual you are using.

Submit question