

Plantronics 214601-01

Plantronics Voyager 4210 Office Headset User Manual

Model: 214601-01

INTRODUCTION

This manual provides comprehensive instructions for the setup, operation, and maintenance of your Plantronics Voyager 4210 Office Headset. Designed for office workers, this Bluetooth wireless headset offers outstanding audio quality and the freedom to roam, connecting seamlessly to your computer, desk phone, or smartphone. Please read this manual thoroughly to ensure optimal performance and longevity of your device.

WHAT'S IN THE BOX

- Plantronics Voyager 4210 Office Headset
- 2-Way Base
- USB-C Cable
- Product Instruction Manual (this document)

PRODUCT OVERVIEW



Figure 1: Plantronics Voyager 4210 Office Headset with its 2-Way Base. The headset is a mono (single ear) design, featuring an adjustable microphone boom and controls on the earcup. The base provides charging and connectivity options.

Key Features

- **Multi-Connectivity:** Connects to your desk phone via telephone interface or EHS cable, and to your PC/Mac via USB-C cable.
- **Certified for Collaboration:** Certified for use with Microsoft Teams and compatible with other leading collaboration and voice platforms.
- **Superior Audio Performance:** Dual microphones are designed to effectively block out background noise, ensuring clear communication for the far end of the call.
- **Extended Talk Time & Roaming:** Offers up to 12 hours of talk time and 15 hours of listen time. Enjoy a roaming range of up to 300 feet (91 meters) with line of sight.

- **Comfortable Design:** Monaural (one ear) over-the-head wearing style for comfort during extended use.

SETUP

Follow these steps to set up your Plantronics Voyager 4210 Office Headset and its 2-Way Base.

1. **Connect the Base to Power:** Plug the power adapter (not included, typically comes with the desk phone or PC setup) into the 2-Way Base and then into a power outlet.
2. **Connect to PC/Mac:** Use the provided USB-C cable to connect the 2-Way Base to an available USB-C port on your computer. The base will be recognized as an audio device.
3. **Connect to Desk Phone:**
 - For desk phones with a dedicated headset port, connect the appropriate cable (not included, typically a telephone interface cable or EHS cable) from the base to the headset port on your phone.
 - For desk phones without a dedicated headset port, you may need to use a handset lifter or EHS cable (sold separately) for remote call control. Refer to your desk phone's manual for specific connection instructions.
4. **Charge the Headset:** Place the headset onto the 2-Way Base. Ensure it is properly seated in the charging cradle. The headset's indicator light will show charging status.
5. **Pairing (if necessary):** The headset should automatically pair with the base when placed in the cradle. If pairing is lost, refer to the operating instructions for manual pairing.

OPERATING INSTRUCTIONS

Wearing the Headset

Position the monaural headset comfortably over your head with the earcup on one ear. Adjust the headband for a secure fit. Position the microphone boom approximately two finger-widths from the corner of your mouth for optimal voice pickup.

Basic Call Management

- **Answering/Ending a Call:** Press the Call Control button on the earcup or the corresponding button on the 2-Way Base.
- **Adjusting Volume:** Use the Volume Up (+) and Volume Down (-) buttons on the earcup.
- **Mute/Unmute:** Press the Mute button on the earcup or the base.
- **Switching Audio Source:** Use the buttons on the 2-Way Base to select between PC/Mac audio and Desk Phone audio.

Microsoft Teams Integration

As a Microsoft Teams certified device, the headset offers enhanced integration. The dedicated Teams button on the earcup (and potentially on the base) can be used to:

- Launch Microsoft Teams application.
- Bring Teams to the foreground.
- Answer/end Teams calls.
- Access Teams notifications.

Battery and Roaming

The headset provides up to 12 hours of talk time and 15 hours of listen time on a full charge. The 2-Way Base allows for convenient charging. The wireless range extends up to 300 feet (91 meters) line of sight, offering significant freedom of movement within your office environment.

MAINTENANCE

Proper maintenance ensures the longevity and optimal performance of your headset.

- **Cleaning:** Use a soft, dry cloth to clean the headset and base. Avoid using harsh chemicals or abrasive materials.
- **Storage:** When not in use, store the headset on its charging base or in a cool, dry place away from direct sunlight and extreme temperatures.
- **Battery Care:** For best battery life, avoid fully discharging the battery frequently. Charge the headset regularly.

TROUBLESHOOTING

Problem	Possible Cause	Solution
No audio from headset	Headset not powered on, not paired, or incorrect audio source selected.	Ensure headset is charged and powered on. Verify pairing with the base. Select the correct audio source (PC/Desk Phone) on the base. Check volume levels.
Cannot hear caller / Caller cannot hear me	Microphone muted, volume too low, or incorrect device selected in software.	Check mute status. Increase headset volume. Ensure the Plantronics headset is selected as the default communication device in your computer's sound settings or communication software (e.g., Teams, Zoom).
Limited wireless range	Obstructions, interference, or distance from base.	Reduce physical obstructions between headset and base. Move away from other wireless devices that may cause interference. Stay within the specified 300ft (91m) range.
Headset not charging	Headset not properly seated on base, or base not powered.	Ensure the headset is correctly placed on the charging contacts of the base. Verify the base is connected to a working power outlet.

SPECIFICATIONS

Feature	Detail
Model Name	Plantronics-Voyager 4210
Model Number	214601-01
Connectivity Technology	Wired (Base to PC/Desk Phone), Bluetooth (Headset to Base)
Wireless Communication Technology	Bluetooth
Wearing Style	On-Ear (Monaural)
Special Feature	Noise Cancellation (Dual Microphones)
Talk Time	Up to 12 hours
Listen Time	Up to 15 hours
Roaming Range	Up to 300 feet (91 meters) line of sight
Material	Plastic
Color	Black

Feature	Detail
Item Weight	1.5 pounds (approx.)
Manufacturer	Plantronics
UPC	017229170858

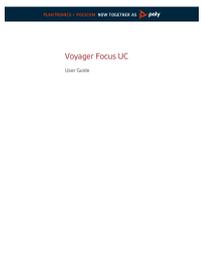
WARRANTY AND SUPPORT

Your Plantronics Voyager 4210 Office Headset comes with a **2-year global warranty**. This warranty covers defects in materials and workmanship under normal use.

For detailed warranty terms, technical support, or to register your product, please visit the official Plantronics (now Poly) support website. You can often find FAQs, driver downloads, and contact information for customer service there.

Note: Warranty terms may vary by region. Please refer to the official Plantronics/Poly website for the most accurate and up-to-date information.

Related Documents

	<p>Plantronics Voyager Focus UC Bluetooth Headset User Guide</p> <p>Comprehensive user guide for the Plantronics Voyager Focus UC Bluetooth headset, detailing setup, connection, features like ANC and OpenMic, troubleshooting, and support information.</p>
	<p>Plantronics Voyager Focus UC Quick Start Guide - Setup, Features, and Usage</p> <p>A concise guide to setting up, pairing, and using the Plantronics Voyager Focus UC headset, including features like call control, music playback, and active noise cancelling.</p>
	<p>Plantronics Savi 700 vs. Savi 8200 Series Upgrade Guide</p> <p>A comparison guide detailing the features, benefits, and specifications of the Plantronics Savi 700 Series and the newer Savi 8200 Series DECT headset systems for enterprise use, highlighting key differences and upgrade paths.</p>
	<p>Plantronics Voyager 8200 UC User Guide - Setup, Features, and Troubleshooting</p> <p>Comprehensive user guide for the Plantronics Voyager 8200 UC headset, covering setup, pairing, features like ANC and OpenMic, software integration, troubleshooting, and support.</p>



[Plantronics GSA Schedule Pricelist: Electronic Equipment & Repair Services](#)

Official General Services Administration (GSA) Schedule Pricelist for Plantronics, Inc., detailing electronic equipment, software, and repair services under MAS contract 47QTCA21D0040. Includes product catalog and terms.

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