HP 7320

Poly Savi 7300 Office 7320 Headset User Manual

Model: 7320 | Brand: Poly (HP)

INTRODUCTION

This manual provides detailed instructions for the setup, operation, maintenance, and troubleshooting of your Poly Savi 7300 Office 7320 Headset. This wireless DECT 6.0 headset is designed for professional use, offering clear audio and seamless integration with Microsoft Teams and other communication platforms.

Figure 1: Poly Savi 7300 Office 7320 Headset. This image shows the over-the-head, on-ear headset with its boom microphone extended, alongside a small USB DECT adapter.

SETUP

Package Contents

Before you begin, ensure all components are present:

- Poly Savi 7300 Office 7320 Headset
- DECT 6.0 USB Adapter
- Charging Cable (USB)
- User Documentation (this manual)

Initial Charging

It is recommended to fully charge the headset before first use.

1. Connect the charging cable to the headset's charging port.
2. Connect the other end of the charging cable to a powered USB port (e.g., computer, wall adapter).
3. The headset's LED indicator will show charging status. A full charge typically takes approximately 2-3 hours.

The headset features a Lithium Polymer (Li-Polymer) battery with a talk time of up to 13 hours.

Connecting the DECT USB Adapter

The headset connects wirelessly via the included DECT 6.0 USB adapter.

1. Insert the DECT USB adapter into an available USB port on your computer or desk phone.
2. The adapter's LED will blink to indicate it is searching for the headset.
3. Power on the headset. The headset and adapter should automatically pair. A solid LED on both devices indicates a successful connection.
4. If pairing does not occur automatically, refer to the "Troubleshooting" section for manual pairing instructions.

OPERATING INSTRUCTIONS

Wearing the Headset

The Poly Savi 7320 is an over-the-head, on-ear binaural headset. Adjust the headband for a comfortable and secure fit. The microphone boom is flexible and can be positioned for optimal voice pickup.

- Position the earcups comfortably over your ears.
- Adjust the headband so it rests gently on the top of your head.
- Position the microphone boom approximately two finger-widths from the corner of your mouth.

Headset Controls

The headset features integrated controls for easy management of calls and audio.

Control	Function
Answer/End Button	Press to answer an incoming call or end an active call.
Mute Button	Press to mute or unmute the microphone during a call.
Volume Up (+)	Press to increase listening volume.
Volume Down (-)	Press to decrease listening volume.
On/Off Switch	Slide to power the headset on or off.

Microsoft Teams Integration

The Poly Savi 7320 Headset is Microsoft Teams Certified, providing enhanced functionality when used with the Microsoft Teams

application.

- **Teams Button:** A dedicated button on the earcup (often with a Teams logo) can be used to launch Teams, answer/end Teams calls, or bring Teams to the foreground.
- **Call Control:** Seamlessly answer, end, mute, and adjust volume directly from the headset for Teams calls.
- **Status Sync:** Your headset status (e.g., busy on a call) can sync with your Teams presence.

Ensure your Microsoft Teams application is updated to the latest version for optimal performance.

MAINTENANCE

Cleaning

Regular cleaning helps maintain the headset's performance and hygiene.

- Wipe the headset and ear cushions (synthetic leather) with a soft, damp cloth.
- Do not use harsh chemicals, abrasive cleaners, or immerse the headset in water.
- Ensure the charging port is free of dust and debris.

Storage

When not in use, store the headset in a cool, dry place away from direct sunlight and extreme temperatures. Avoid placing heavy objects on the headset.

Battery Care

To prolong battery life:

- Avoid fully discharging the battery frequently.
- Charge the headset regularly, even if not in daily use.
- Store the headset with a partial charge (around 50%) if storing for extended periods.

TROUBLESHOOTING

This section addresses common issues you might encounter with your Poly Savi 7320 Headset.

No Audio / Cannot Hear

- **Check Power:** Ensure the headset is powered on.
- **Check Connection:** Verify the DECT USB adapter is securely plugged in and its LED is solid, indicating a connection.
- **Volume:** Increase the headset volume using the '+' button.
- **Default Device:** Ensure the Poly Savi 7320 is selected as the default audio output device in your computer's sound settings or communication application (e.g., Microsoft Teams, Zoom).
- **Re-pair:** If connection is lost, try re-pairing the headset and adapter. Power off both, then power on the adapter, then the headset.

Microphone Not Working / Cannot Be Heard

- **Check Mute:** Ensure the microphone is not muted. Press the mute button on the headset to toggle.
- **Microphone Position:** Adjust the microphone boom closer to your mouth.
- **Default Device:** Verify the Poly Savi 7320 is selected as the default microphone input device in your computer's sound settings or communication application.
- **Acoustic Fence:** The headset features Acoustic Fence Technology for noise reduction. Ensure your speaking volume is adequate for the microphone to pick up your voice clearly.

Short Battery Life

- **Full Charge:** Ensure the headset is fully charged before use.

- **Charging Source:** Use a reliable USB power source.

- **Battery Age:** Over time, rechargeable batteries naturally degrade. If battery life significantly decreases, consider contacting support for battery replacement options.

SPECIFICATIONS

Key technical specifications for the Poly Savi 7300 Office 7320 Headset:

Feature	Detail
Model	7320
Connectivity Technology	Wireless
Wireless Technology	DECT 6.0
Wireless Operating Distance	Up to 590 ft (180 m)
Sound Mode	Stereo
Frequency Response	20 Hz - 20 kHz
Microphone Technology	Noise Cancelling (Boom design)
Special Features	Acoustic Fence Technology, Echo Reduction, SoundGuard Technology, Microsoft Teams Certification
Battery Type	Lithium Polymer (Li-Polymer)
Battery Talk Time	Up to 13 hours
Earpiece Design	Over-the-head, On-ear, Binaural
Ear Cushion Material	Synthetic Leather
Weight (Approximate)	5.64 oz (160 g)
UPC	197192156384

WARRANTY INFORMATION

The Poly Savi 7300 Office 7320 Headset comes with a manufacturer's limited warranty.

- **Limited Warranty:** 2 Year (as per manufacturer specifications).

- For detailed warranty terms and conditions, please refer to the official Poly (HP) website or the warranty card included with your product.

SUPPORT AND CONTACT

For further assistance, technical support, or to inquire about replacement parts, please contact Poly (HP) customer support.

- **Online Support:** Visit the official Poly (HP) Support Website for FAQs, drivers, and software updates.

- **Contact Information:** Refer to the product packaging or the Poly (HP) website for regional contact numbers and support hours.