



Yealink W60B DECT IP Phone User Guide

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Yealink

DECT IP Phone
W60B & W56H
Quick Start Guide (V83.12)



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Package Contents

W60



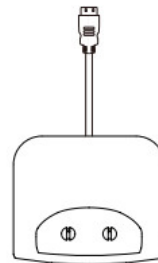
W56H Handset



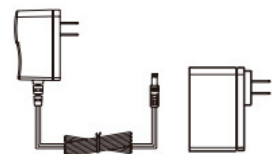
W60B Base Station



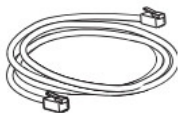
Base Stand



USB Charger Cradle



2 Power Adapters



Ethernet Cable



Belt Clip



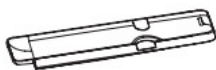
Rechargeable Battery



Quick Start Guide



Battery Cover



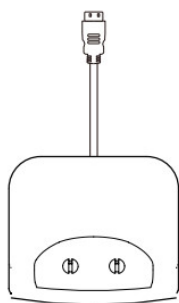
Handset Protective Case
(Optional)

Note: Yealink W60 DECT IP phone consists of one W60B base station and one W56H handset.

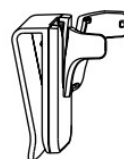
W56H



W56H Handset



USB Charger Cradle



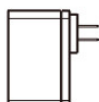
Belt Clip



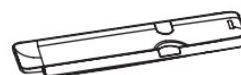
Battery Cover



Rechargeable Battery



Power Adapter



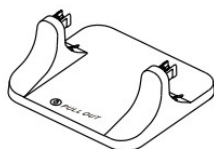
Handset Protective Case (Optional)

Note: We recommend that you use the accessories provided or approved by Yealink. The use of unapproved third-party accessories may result in reduced performance.

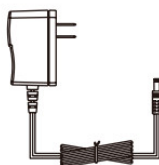
W60B



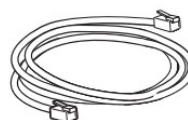
W60B Base Station



Base Stand



Power Adapter



Ethernet Cable

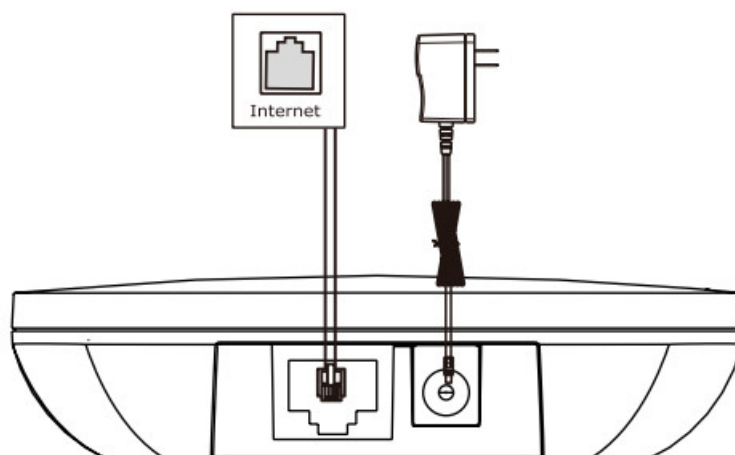


Quick Start Guide

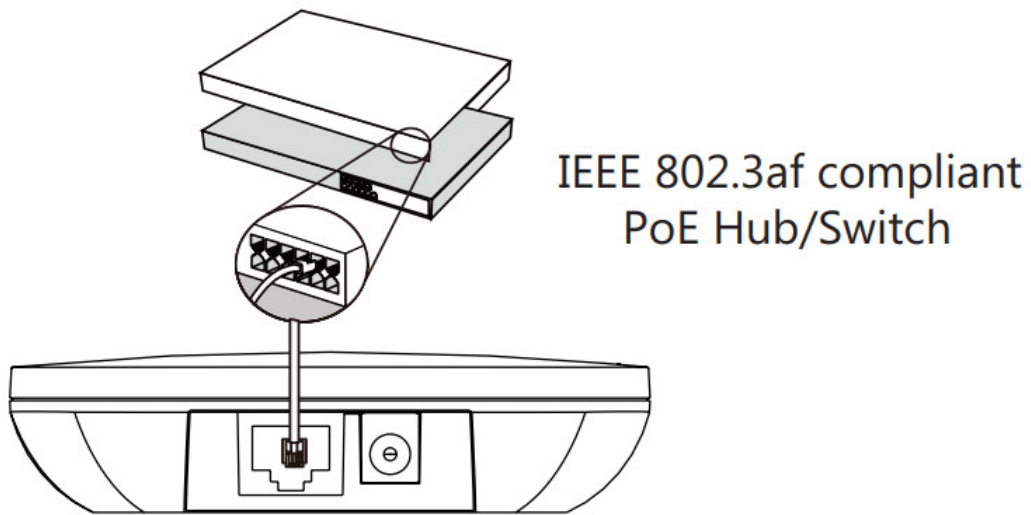
Assembling the DECT Phone

1. Connect the base station power and the network using method a or method b.

a. AC Power Option



b. PoE (Power Over Ethernet) Option

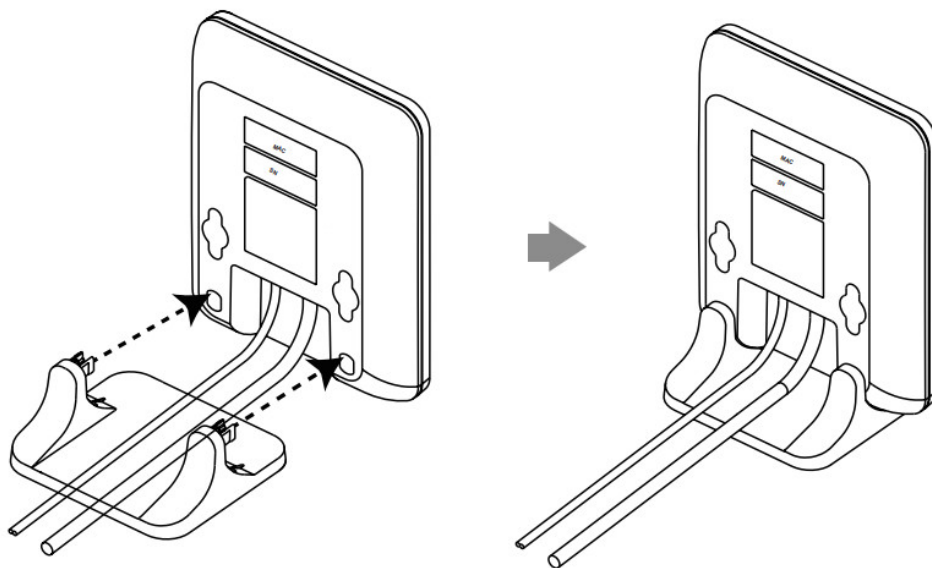


Note

- If you choose Method a, use Yealink supplied power adapter (5V/600mA).
A third-party power adapter may damage the base station.
- If you choose Method b, you do not need to connect the power adapter.
Make sure the hub/switch is PoE-compliant.

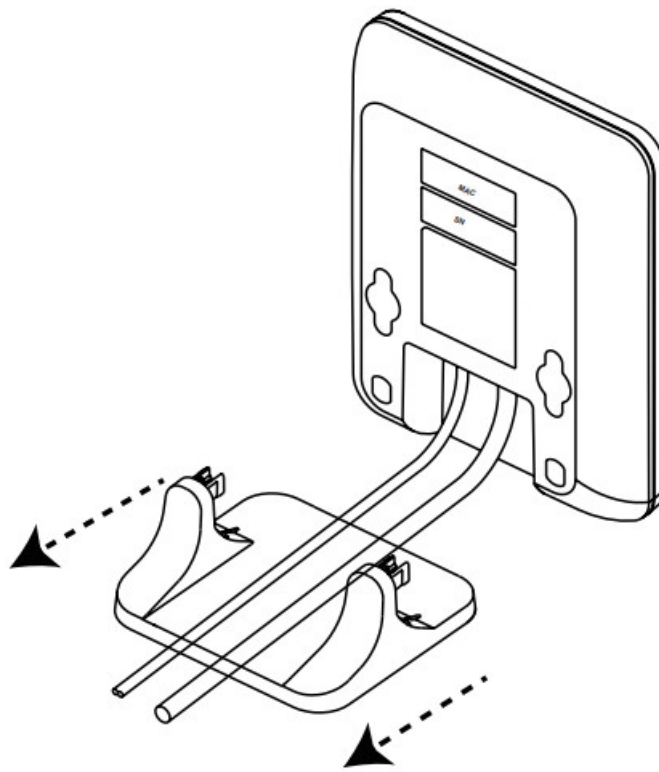
2. a. (Desktop Installation) Attach and remove the base stand.

Attach the Base Stand



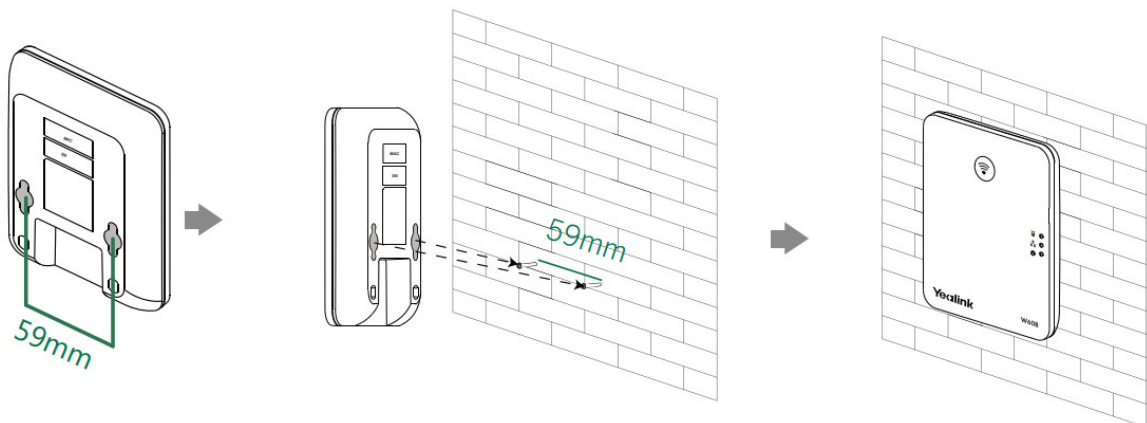
Align the snap-fits with the corresponding holes and push forward, snapping them into the holes.

Remove the Base Stand

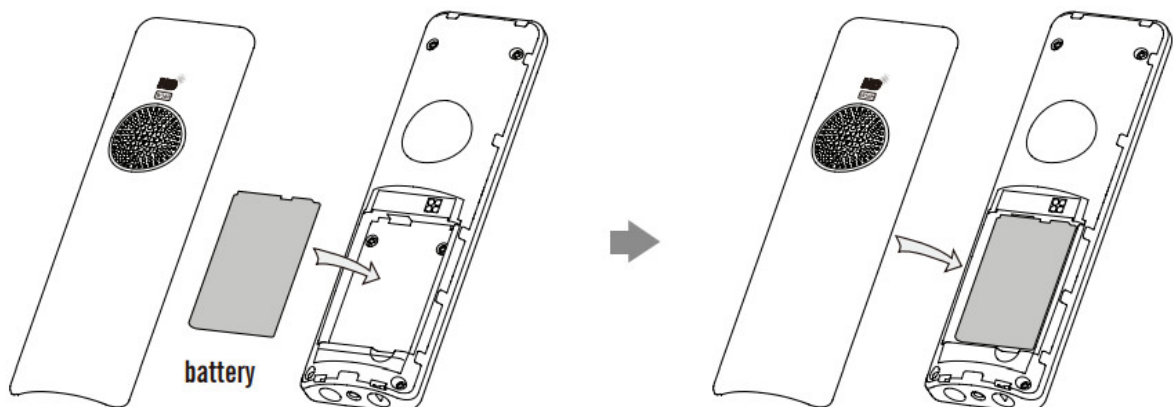


Remove the snap-fits from the holes horizontally.

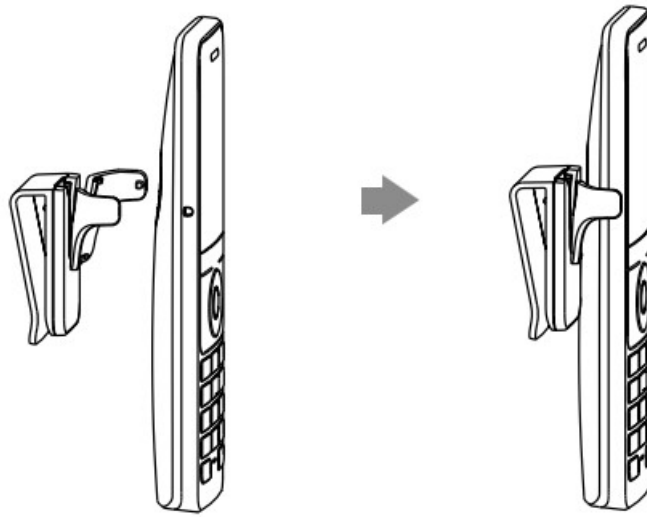
b. (Wall-Mount Installation) Attach the base station.



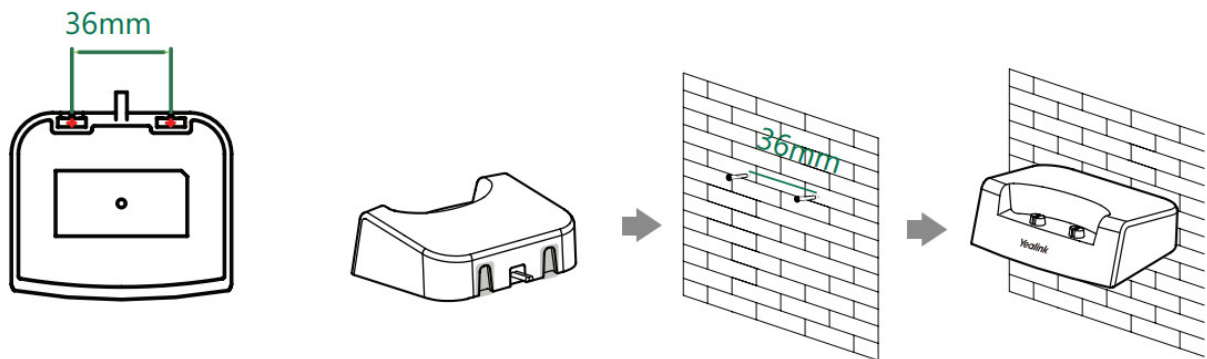
3. Insert the battery into the handset.



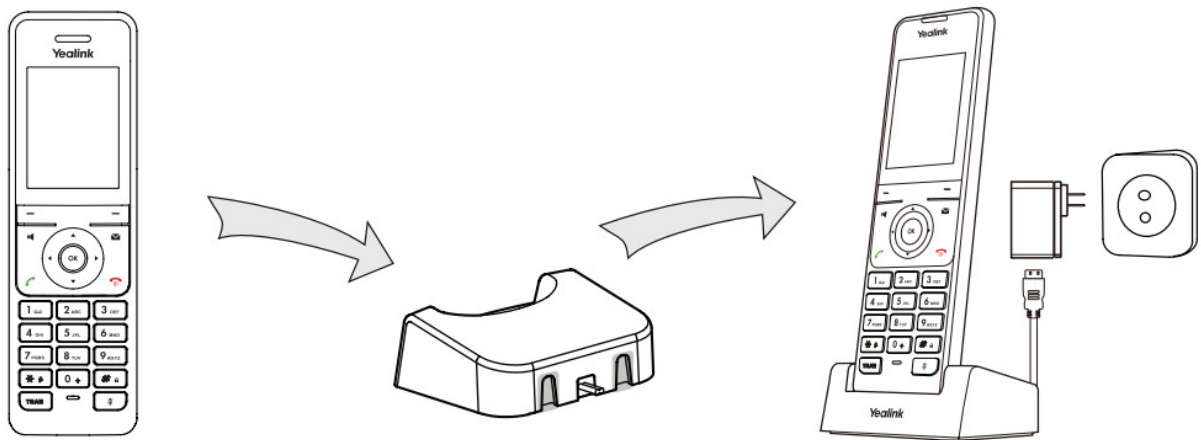
4. Attach the Belt Clip.



5. (Optional) Mount the charger cradle to the wall.



6. Connect the charger cradle and charge the handset.



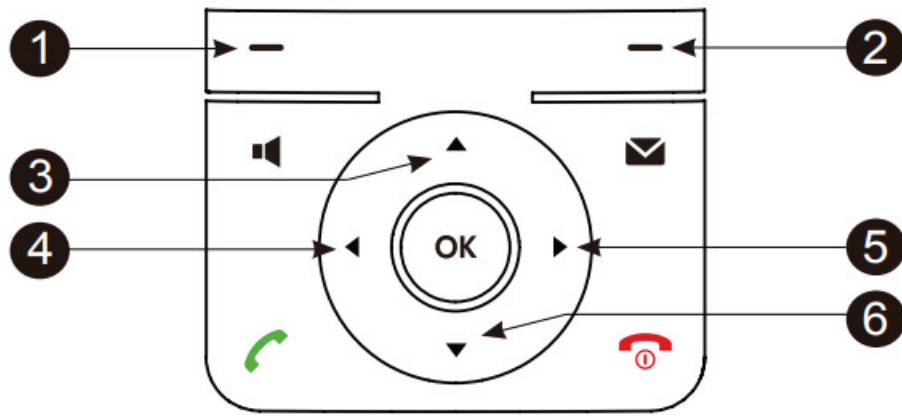
Note

- Use Yealink supplied power adapter (5V/600mA). A third-party power adapter may damage the handset.
- Check the charging status on the top-right corner of the LCD screen.

Getting Started



Shortcuts

Shortcut keys help you quickly access the frequently used phone features. The following describes the default shortcut-keys behaviors:




1. Access the call history records.
2. Check the line status.
3. Access the intercom list, select one to place an internal call.
4. Decrease the ringer volume.
5. Increase the ringer volume.
6. Access the directory list.

Entering and Editing Data

- Press  one or more times to switch among different input modes or enter “#”.
- Press  to select the special characters or enter “*”.
- Press a digit key one or more times to enter the desired character or digit.
- Press the **Del** soft key to delete entered characters.
- Press the **Save** soft key to accept the change or to cancel.

Handset Registration

You can register up to 8 handsets to one W60B base station. Each handset can be registered to 4 different base stations.

When the handset LCD screen prompts “Unregistered!”, long  press on the base station till the registration LED indicator flashes. There are two methods to register a new handset:

Easy Registration:

Press the Reg soft key on the handset to register quickly.

Normal Registration:

1. Press the OK soft key on the handset, and then select Register Handset.
2. Select the desired base station and then press the OK soft key. The handset begins searching the base station.
3. Press the OK soft key after searching a base station successfully.
4. Enter the base station PIN (default: 0000), and then press the Done soft key to complete registration.

To register to multiple base stations, press the OK to enter the main menu, and select Settings->Registration->Register Handset, then repeat steps 2-4.

Note:

- If the handset is registered to the base station successfully, the handset LCD screen prompts “Handset

Subscribed” and “Base NO.”(the last 4 characters indicate the base station’s MAC address).

- If the handset LCD screen prompts “Searching for Base”, check if your base station is powered on or not.

Network Settings

You can configure the base station to obtain network settings in one of the following ways:

DHCP

By default, the base station attempts to contact a DHCP server in your network to obtain the valid network settings, e.g., IP address, subnet mask, gateway address and DNS address.

Static

If the base station cannot contact a DHCP server for any reason, you need to configure the IP address, subnet mask, gateway address, primary DNS address and secondary DNS address for the base station manually.

To configure the network parameters for the base station manually:

1. Press the OK key to enter the main menu, and then select Settings->System Settings ->Network (default PIN: 0000)->Basic.
2. Select the desired IP address mode from the IP Mode field.
3. Press ▼ to select the corresponding IP address mode.
4. Make the desired changes.
5. Press the Save soft key to accept the change.


Note:

- The IP DECT phone supports either or both IPv4 and IPv6 addresses modes, but IPv6 is disabled by default.
- Wrong network settings may result in inaccessibility of your DECT phone may affect the network performance. Contact your system administrator for the network parameters.


Basic Operations

Turning Handset On/Off



To turn the handset on, do one of the following:

- Press  , then the LCD screen lights up.
- Place the handset in the charger cradle. The handset will be turned on automatically.


To turn the handset off:


Long press  to turn the handset off.

Locking/Unlocking Keypad

- Long press  when the handset is idle to lock the keypad.
- Long press  again to unlock the keypad.

Silent Mode

- Long press  when the handset is idle to switch the silent mode to On.

- Long press  again to switch the silent mode to Off.

Handset Settings

Handset Name

To rename the handset:

1. Press the OK key to enter the main menu, and then select Settings->Handset Name.
2. Edit the value in the Rename field.
3. Press the Save soft key to accept the change.

Volume Adjustment

- Press ◀ or ▶ when the handset is idle or ringing to adjust the ringer volume.
- Press ◀ or ▶ during a call to adjust the receiver volume of speakerphone/earpiece/ headset.

Ring Tones

1. Press the OK key to enter the main menu, and then select Settings->Audio->Ring Tones->Melodies.
2. Press ▲ or ▼ to highlight the Intercom Call option or the desired line.
3. Press ◀ or ▶ to select the desired ring tone.
4. Press the Save soft key to accept the change.

Local Directory

To add a contact:

1. Press the OK key to enter the main menu, and then select Directory.
2. Press the Options soft key, and then select New Contact.
3. Enter the desired value in the Name, Office, Mobile and Other field respectively.
4. Press the Save soft key to accept the change.

To edit a contact:

1. Press the OK key to enter the main menu, and then select Directory.
2. Press ▲ or ▼ to highlight the desired entry.
3. Press the Options soft key, and then select Edit.
4. Edit the desired value in the Name, Office, Mobile and Other field respectively.
5. Press the Save soft key to accept the change.

To delete a contact:

1. Press the OK key to enter the main menu, and then select Directory.
2. Press ▲ or ▼ to highlight the desired entry.
3. Press the Options soft key, and then select Delete to delete the selected entry.

To assign a speed dial number:

1. Press the OK key to enter the main menu, and then select Settings->Telephony->Speed Dial.
2. Press ▲ or ▼ to highlight the desired digit key, and then press the Assign soft key.
3. Press ▲ or ▼ to highlight the desired entry, and then press the OK soft key.


If both the office number and mobile number are stored, press ▲ or ▼ to highlight the desired number, and then press the OK soft key again.

Basic Call Features

Placing Calls

To place a call directly:

1. Do one of the following:

- Enter the desired number when the handset is idle.
- Press  to enter the pre-dialing screen. Enter the desired number using the keypad.

If there are multiple lines assigned to your handset as outgoing lines, press the Line soft key to select the desired line. If you do not select a line, the handset uses the default outgoing line to dial out.



2. Press ,  or  to dial out.

To place a call from the local directory:

1. Press when the handset is idle.



2. Highlight the desired entry, and then press  or  to dial out using the default line.

If multiple numbers for the contact are stored, press ▲ or ▼ to highlight the desired number, and then press


 or  again to dial out using the default line.



To place a call from the call history:

1. Press the **History** soft key when the handset is idle, and then select the desired call history list.

2. Press ▲ or ▼ to highlight the desired entry, and then press  or  to dial out using the default line.

To place a call from the redial list:

1. Press  when the handset is idle.

2. Press ▲ or ▼ to highlight the desired entry, and then press  or .

To place a call using the speed dial key:

Long press the speed dial key to call the preset number directly.

Answering Calls

To answer a call, do one of the following:

- Press the Accept soft key.

- Press .

- Press .

- Press .



Note: You can ignore an incoming call by pressing the Silence soft key or reject an incoming call by pressing



Ending Calls

Press .

Call Mute

- Press  during a call to mute the call.
- Press  again to un-mute the call.

Call Hold and Resume

To place a call on hold:

Press the Options soft key during a call, and then select Hold.

To resume a call, do one of the following:

- If there is only a call on hold, press the Resume soft key.
- If there are two calls on hold, press the Resume soft key to resume the current call.
Press the Swap soft key to swap between calls.




Call Transfer

You can transfer a call in one of the following ways:

Blind Transfer

1. Press the Options soft key during a call, and then select Transfer.
2. Enter the number you want to transfer the call to.
3. Press the Transfer soft key.

Semi-Attended Transfer

1. Press the Options soft key during a call, and then select Transfer.
2. Enter the number you want to transfer the call to.
3. Press ,  or  to dial out.
4. Press the Transfer soft key when you hear the ring-back tone.

Attended Transfer

1. Press the Options soft key during a call, and then select Transfer.
2. Enter the number you want to transfer the call to.

3. Press ,  or  to dial out.

4. Press the Transfer soft key after the call is answered.

Call Forward

To enable the call forward feature on a specific line:

1. Press the OK key to enter the main menu, and then select Call Features->Call Forward.
2. Press ▲ or ▼ to highlight the desired line, and then press the OK soft key.
3. Press ▲ or ▼ to highlight the desired forwarding type, and then press the OK soft key.
 - Always—Incoming calls are forwarded immediately.
 - Busy—Incoming calls are forwarded when the line is busy.
 - No Answer—Incoming calls are forwarded if not answered after a period of time.
4. Select Enabled from the Status field.
5. Enter the number you want to forward the incoming calls to in the Target field.

For No Answer Forward, press ◀ or ▶ to select the desired ring time to wait before forwarding in the After Ring Time field.
6. Press the Save soft key to accept the change.

Regulatory Notices

Operating Ambient Temperatures

- Operating temperature: +32 to 104°F (0 to 40°C)
- Relative humidity: 5% to 90%, noncondensing
- Storage temperature: -22 to +160°F (-30 to +70°C)

Warranty

Our product warranty is limited only to the unit itself, when used normally in accordance with the operating instructions and the system environment. We are not liable for damage or loss resulting from the use of this product, or for any claim from a third party. We are not liable for problems with Yealink device arising from the use of this product; we are not liable for financial damages, lost profits, claims from third parties, etc., arising from the use of this product.

DC symbol  is the DC voltage symbol.

Restriction of Hazardous Substances Directive (RoHS)

This device complies with the requirements of the EU RoHS Directive. Statements of compliance can be obtained by contacting support@yealink.com.

Safety Instructions

Save these instructions. Read these safety instructions before use!

To reduce risk of fire, severe personal injury and damage to property, read the following safety information carefully before using the product.



Environmental Requirements

- Place the product on a stable, level and non-slip surface.
- Do not place the product close to heat sources, in direct sunlight or next to any house hold appliance with strong magnetic field or electromagnetic field, such as a microwave oven or a refrigerator.
- Do not allow the product to come into contact with water, dust and chemicals.
- Protect the product from aggressive liquids and vapors.

- Do not place the product on or near any inflammable or fire-vulnerable object, such as rubber-made materials.
- Do not install the product in rooms with high humidity, for example, in bathrooms, laundry rooms and wet basements.



Safety Notes During Operation

- Use only spare parts and accessories supplied or authorized by Yealink. The operation of non-authorized parts cannot be guaranteed.
- Do not place heavy objects on top of the handset or the base station in case of damage and deformation caused by the heavy load.
- Do not open the handset or the base station by yourself for repair purpose, which could expose you to high voltages. Have all repairs carried out by authorized service personnel.
- Do not let a child operate the product without guidance.
- Keep the small accessories contained in your product out of reach of small children in case of accidental swallowing.
- Before plugging or unplugging any cable, make sure that your hands are completely dry.
- Do not hold the handset up to your ear when speakphone is on or when the ringer is ringing as the volume can be very loud, which may be harmful to your hearing.
- During a thunderstorm, stop using the product and disconnect it from the power supply to avoid lightning strike.
- If the product is left unused for a rather long time, disconnect the base station from the power supply and unplug the power adapter.
- When there is smoke emitted from the product, or some abnormal noise or smell, disconnect the product from the power supply, and unplug the power adapter immediately.
- Remove the electrical cord from an outlet by pulling gently on the power adapter, not by pulling the cord.



Battery Precautions

- Do not immerse the battery into water, which could short-circuit and damage the battery.
- Do not expose the battery to an open flame or leave the battery where it could be subjected to extremely high temperatures, which could cause the battery to explode.
- Do power the handset off before removing the battery.
- Do not try to use the battery for the power supply of any device other than this handset.
- Do not open or mutilate the battery, released electrolyte is corrosive and may cause damage to your eyes or skin.
- Use only the rechargeable battery pack delivered with the handset or those rechargeable battery packs expressly recommended by Yealink.
- Defective or exhausted battery should never be disposed of as municipal waste. Return old battery to the battery supplier, a licensed battery dealer or a designated collection facility.



Notices of Cleaning

- Before cleaning the base station, stop using it and disconnect it from the power supply.

- Remove the battery before cleaning the handset to reduce risk of electric shock.
- Only clean your product with a piece of slightly moist and anti-static cloth.
- Keep the power plug clean and dry. Using a dirty or wet power plug may lead to electric shock or other perils.



ENVIRONMENTAL RECYCLING

Never dispose of the device with domestic waste

Ask your Town Council about how to dispose of it in an environmentally friendly way. The cardboard box, plastic packaging and player components may be recycled in accordance with prevailing recycling regulations in your country.



Always adhere to prevailing regulations

Those who fail to do so may be fined or prosecuted in accordance with the law. The crossed out garbage can that appears on the device means that when it has reached the end of its useful life, it should be taken to a special waste disposal center and treated separately to general urban waste.

Batteries: Be sure that the batteries have been placed in the right position. This phone use rechargeable batteries only.

Compulsory information according to regulations for battery-operated devices.

Caution: Risk of explosion if battery is replaced with a battery of a wrong kind. Dispose of batteries in accordance with the instructions.

Troubleshooting

The unit cannot supply power to Yealink device.

There is a bad connection with the plug.

1. Clean the plug with a dry cloth.
2. Connect it to another wall outlet.

The usage environment is out of operating temperature range.

1. Use in the operating temperature range.

The cable between the unit and the Yealink device is connected incorrectly.

1. Connect the cable correctly.

You cannot connect the cable properly.

1. You may have connected a wrong Yealink device.
2. Use the correct power supply.

Some dust, etc., may be in the port.

1. Clean the port.

Contact your dealer or authorized service facility for any further questions.

Contact Information

YEALINK NETWORK TECHNOLOGY CO.,LTD.

309, 3rd Floor, No.16, Yun Ding North Road, Huli District, Xiamen City, Fujian, P.R.C

YEALINK (EUROPE) NETWORK TECHNOLOGY B.V.

Strawinskylaan 3127, Atrium Building, 8th floor, 1077ZX Amsterdam, The Netherlands

YEALINK (USA) NETWORK TECHNOLOGY CO., LTD.
999 Peachtree Street Suite 2300, Fulton, Atlanta, GA, 30309, USA
Made in China

Declaration of Conformity

We,

YEALINK(XIAMEN) NETWORK TECHNOLOGY CO.,LTD,

Address: 309, 3rd Floor, No.16, Yun Ding North Road, Huli District, Xiamen City, Fujian, P.R.C

CE DATE: 20th /July/2019

declare that the product

Type: DECT IP Phone

Model: W60B & W56H

meets the essential requirements and other relevant provisions according to the following EC directive

Directive: 2014/30/EU, 2014/35/EU, RED 2014/53/EU;

The presumption of conformity with the essential requirement is ensure according to:

Article 3.1 a: (protection of the health &the safety of the user)

Safety: EN 60950-1:2006+A11:2009+A1:2010+A12:2011+A2:2013

SAR: ETSI EN 62311:2008

Article 3.1 b: (protection requirement with respect to electromagnetic compatibility)

EMC: EN55032:2012/AC:2013, EN55024:2010,

EN301489-6 V2.1.1,EN301489-1 V2.1.1

Article 3.2 (effective use of the radio spectrum)

Radio: ETSI EN 301406 V2.2.2

Directive 2011/65/EU and (EU)2015/863 of the European Parliament and of the Council of 8 June 2011 and 4 June 2015 on the restriction of the use of certain hazardous substances in electrical and electronic equipment(RoHS 2.0)

Directive 2012/19/EU of the European Parliament and of the Council of 4.July.2012 on Waste electrical and electronic equipment(WEEE)

Regulation (EC) No.1907/2006 of the European Parliament and of the Council of 18.

December.2006 on Registration, Evaluation, Authorization, and Restriction of Chemicals (REACH)

NAME: Stone Lu

DATE: 20/July/2019

TITLE: Vice President

YEALINK (EUROPE) NETWORK TECHNOLOGY B.V

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About Yealink

Yealink is a global leading provider of enterprise communication and collaboration solutions, offering video conferencing service to worldwide enterprises. Focusing on research and development, Yealink also insists on innovation and creation. With the outstanding technical patents of cloud computing, audio, video and image processing technology, Yealink has built up a panoramic collaboration solution of audio and video conferencing by merging its cloud services with a series of endpoints products. As one of the best providers in more than 140 countries and regions including the US, the UK and Australia, Yealink ranks No.1 in the global market share of SIP phones shipments.

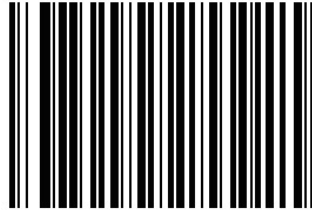
Technical Support

Visit Yealink WIKI (<http://support.yealink.com/>) for the latest firmware, guides, FAQ, Product documents, and more.

For better service, we sincerely recommend you to use Yealink Ticketing system (<https://ticket.yealink.com>) to submit all your technical issues.



<http://www.yealink.com>



W 6 0 - 4L

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For W60B firmware [77.81.0.10](#) or later

For W56H firmware [61.81.0.30](#) or later

Documents / Resources

	<p>Yealink W60B DECT IP Phone [pdf] User Guide W60B DECT IP Phone, W60B, DECT IP Phone, IP Phone, Phone</p>
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References

- [Yealink Support](#)
- [Yealink | UC & C Terminal, Video Collaboration, Conference Phone, IP Phone, Headsets & Video Conferencing](#)
- [Yealink Ticket](#)