

Desktop
Telephony
from  **BLACK BOX**



Select Switch

HS501A

**FEDERAL COMMUNICATIONS COMMISSION
AND
INDUSTRY CANADA
RADIO FREQUENCY INTERFERENCE STATEMENTS**

This equipment generates, uses, and can radiate radio frequency energy and if not installed and used properly, that is, in strict accordance with the manufacturer's instructions, may cause interference to radio communication. It has been tested and found to comply with the limits for a Class A computing device in accordance with the specifications in Subpart J of Part 15 of FCC rules, which are designed to provide reasonable protection against such interference when the equipment is operated in a commercial environment. Operation of this equipment in a residential area is likely to cause interference, in which case the user at his own expense will be required to take whatever measures may be necessary to correct the interference.

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

This digital apparatus does not exceed the Class A limits for radio noise emission from digital apparatus set out in the Radio Interference Regulation of Industry Canada.

Le présent appareil numérique n'émet pas de bruits radioélectriques dépassant les limites applicables aux appareils numériques de classe A prescrites dans le Règlement sur le brouillage radioélectrique publié par Industrie Canada.

FCC REQUIREMENTS FOR TELEPHONE-LINE EQUIPMENT

1. The Federal Communications Commission (FCC) has established rules which permit this device to be directly connected to the telephone network with standardized jacks. This equipment should not be used on party lines or coin lines.
2. If this device is malfunctioning, it may also be causing harm to the telephone network; this device should be disconnected until the source of the problem can be determined and until the repair has been made. If this is not done, the telephone company may temporarily disconnect service.
3. If you have problems with your telephone equipment after installing this device, disconnect this device from the line to see if it is causing the problem. If it is, contact your supplier or an authorized agent.
4. The telephone company may make changes in its technical operations and procedures. If any such changes affect the compatibility or use of this device, the telephone company is required to give adequate notice of the changes.
5. If the telephone company requests information on what equipment is connected to their lines, inform them of:
 - a. The telephone number that this unit is connected to.
 - b. The ringer equivalence number.
 - c. The USOC jack required: RJ-11C.
 - d. The FCC registration number.

Items (b) and (d) can be found on the unit's FCC label. The ringer equivalence number (REN) is used to determine how many devices can be connected to your telephone line. In most areas, the sum of the RENs of all devices on any one line should not exceed five (5.0). If too many devices are attached, they may not ring properly.

6. In the event of an equipment malfunction, all repairs should be performed by your supplier or an authorized agent. It is the responsibility of users requiring service to report the need for service to the supplier or to an authorized agent.

CERTIFICATION NOTICE FOR EQUIPMENT USED IN CANADA

The Canadian Department of Communications label identifies certified equipment. This certification means that the equipment meets certain telecommunications-network protective, operation, and safety requirements. The Department does not guarantee the equipment will operate to the user's satisfaction.

Before installing this equipment, users should ensure that it is permissible to be connected to the facilities of the local telecommunications company. The equipment must also be installed using an acceptable method of connection. In some cases, the company's inside wiring associated with a single-line individual service may be extended by means of a certified connector assembly (extension cord). The customer should be aware that compliance with the above conditions may not prevent degradation of service in some situations.

Repairs to certified equipment should be made by an authorized Canadian maintenance facility—in this case, your supplier. Any repairs or alterations made by the user to this equipment, or equipment malfunctions, may give the telecommunications company cause to request the user to disconnect the equipment.

Users should ensure for their own protection that the electrical ground connections of the power utility, telephone lines, and internal metallic water pipe system, if present, are connected together. This precaution may be particularly important in rural areas.

CAUTION:

Users should not attempt to make such connections themselves, but should contact the appropriate electric inspection authority, or electrician, as appropriate.

The LOAD NUMBER (LN) assigned to each terminal device denotes the percentage of the total load to be connected to a telephone loop which is used by the device, to prevent overloading. The termination on a loop may consist of any combination of devices, subject only to the requirement that the total of the load numbers of all the devices does not exceed 100.

NORMAS OFICIALES MEXICANAS (NOM) ELECTRICAL SAFETY STATEMENT

INSTRUCCIONES DE SEGURIDAD

1. Todas las instrucciones de seguridad y operación deberán ser leídas antes de que el aparato eléctrico sea operado.
2. Las instrucciones de seguridad y operación deberán ser guardadas para referencia futura.
3. Todas las advertencias en el aparato eléctrico y en sus instrucciones de operación deben ser respetadas.
4. Todas las instrucciones de operación y uso deben ser seguidas.
5. El aparato eléctrico no deberá ser usado cerca del agua—por ejemplo, cerca de la tina de baño, lavabo, sótano mojado o cerca de una alberca, etc..
6. El aparato eléctrico debe ser usado únicamente con carritos o pedestales que sean recomendados por el fabricante.

7. El aparato eléctrico debe ser montado a la pared o al techo sólo como sea recomendado por el fabricante.
8. Servicio—El usuario no debe intentar dar servicio al equipo eléctrico más allá a lo descrito en las instrucciones de operación. Todo otro servicio deberá ser referido a personal de servicio calificado.
9. El aparato eléctrico debe ser situado de tal manera que su posición no interfiera su uso. La colocación del aparato eléctrico sobre una cama, sofá, alfombra o superficie similar puede bloquea la ventilación, no se debe colocar en libreros o gabinetes que impidan el flujo de aire por los orificios de ventilación.
10. El equipo eléctrico deber ser situado fuera del alcance de fuentes de calor como radiadores, registros de calor, estufas u otros aparatos (incluyendo amplificadores) que producen calor.
11. El aparato eléctrico deberá ser conectado a una fuente de poder sólo del tipo descrito en el instructivo de operación, o como se indique en el aparato.
12. Precaución debe ser tomada de tal manera que la tierra física y la polarización del equipo no sea eliminada.
13. Los cables de la fuente de poder deben ser guiados de tal manera que no sean pisados ni pellizcados por objetos colocados sobre o contra ellos, poniendo particular atención a los contactos y receptáculos donde salen del aparato.
14. El equipo eléctrico debe ser limpiado únicamente de acuerdo a las recomendaciones del fabricante.
15. En caso de existir, una antena externa deberá ser localizada lejos de las líneas de energía.
16. El cable de corriente deberá ser desconectado del cuando el equipo no sea usado por un largo periodo de tiempo.

17. Cuidado debe ser tomado de tal manera que objetos líquidos no sean derramados sobre la cubierta u orificios de ventilación.
18. Servicio por personal calificado deberá ser provisto cuando:
 - A: El cable de poder o el contacto ha sido dañado; u
 - B: Objetos han caído o líquido ha sido derramado dentro del aparato; o
 - C: El aparato ha sido expuesto a la lluvia; o
 - D: El aparato parece no operar normalmente o muestra un cambio en su desempeño; o
 - E: El aparato ha sido tirado o su cubierta ha sido dañada.

TRADEMARKS USED IN THIS MANUAL

Macintosh® is a registered trademark of Apple Computer, Inc.

SoundBlaster® is a registered trademark of Creative Labs, Inc.

UL® is a registered trademark of Underwriters Laboratories Incorporated.

Windows® is a registered trademark of Microsoft Corporation.

Any other trademarks mentioned in this manual are acknowledged to be the property of the trademark owners.

Contents

1. Specifications	9
2. Introduction	10
2.1 Features	10
2.2 What the Package Includes	10
2.3 What You Need to Supply	10
3. Installation	11
3.1 Setup	11
3.2 Compatibility	11
3.3 Sound-Level Settings	12
3.4 Using the Sliding Volume Control Switch	13
4. Using Your Select Switch	14
4.1 Using the Headset	14
4.2 Using the Handset	14
4.3 When You Are Done	15
4.4 To Use All Computer Sound Applications	15
5. Troubleshooting	16
5.1 Problems and Solutions	16
5.2 Calling Black Box	16
5.3 Shipping and Packaging	17

1. Specifications

Compatibility — Fits most PC sound cards (including SoundBlaster) and voice modems using standard 3.5-mm phono jacks

NOTE

The Select Switch is NOT recommended for Macintosh® computers.

Compliance — UL®

Dielectric Withstand Voltage
— 5000 VAC or 7000 VDC

2. Introduction

2.1 Features

- Instant switching between your telephone and computer.
- Ideal for speech recognition and computer telephony.

2.2 What the Package Includes

- (1) Select Switch.
- 6-ft. (1.8-m) modular (phone) to 3.5-mm phono jacks cable (sound card connector).
- 12" (30.5-cm) modular (phone) to modular cable.

2.3 What You Need to Supply

- Computer with SoundBlaster® compatible sound card with one 3.5-mm microphone jack and one 3.5-mm speaker jack.
- Computer Headset (call Black Box Technical Support for details).

3. Installation

3.1 Setup

1. Choose Setup A or Setup B (see Table 3-1).

Table 3-1. Choosing a Setup Option

Amplifier	Electret	Carbon	Setup
Multi-purpose amp.	Yes	Yes	A
Combo headset	Yes	No	B

3.2 Compatibility

The Select Switch is compatible with the Black Box Multi-Purpose Amplifier. You can also use the Select Switch in unamplified headset applications.

The Select Switch fits most PC sound cards (including SoundBlaster) and voice modems using standard 3.5-mm phono jacks. It's not recommended for Macintosh® computers.

2. Set up as shown in the appropriate diagram.

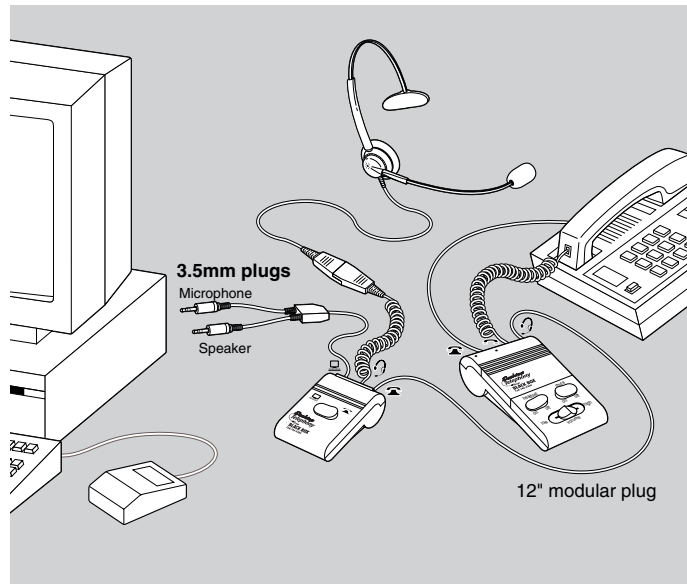


Figure 3-1. Setup A.

SELECT SWITCH

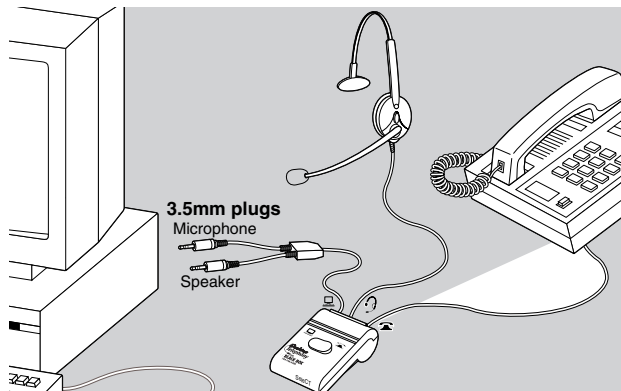


Figure 3-2. Setup B.

3. Test the transmit and receive volume adjustments on the amplifier (refer to the instructions that came with the amplifier).
4. Set the computer transmit and receive volume.

Note to multi-purpose amplifier users:

To use the multi-purpose amplifier in Setup A, you must remove the headset cord from the amplifier unit. To avoid damaging the cord:

1. Push the free end of the cord back into the slot so it starts to lift away from the amplifier.

2. Grab the cord on both sides of the tab and rotate it clockwise to free it (toward the larger end of the tab).
3. Disconnect the modular jack.

3.3 Sound-Level Settings

When using Setup A, the computer sound volume for the headset is controlled by the computer sound card. The amplifier volume control only works for telephone use.

When using Setup B, the volume is controlled by a combination of computer and amplifier volume controls.

We recommend setting the sound card volume (usually found in the Start menu—Settings—Control Panels—Multimedia in Windows® 95) to a low/mid level before

installation. You should also set the modem volume level, if applicable (Start menu—Settings—Control Panels—Modems—Properties).

you are not using this feature, keep the slider all the way to the right, on full.

3.4 Using the Sliding Volume Control Switch

The slider control on the front of the Select Switch controls the volume on the computer receive (speaker) only. It can be used to balance the sound levels between the phone and the computer or to turn down the volume quickly. If

4. Using Your Select Switch

Cautionary Notes For Computer Users

When using any headset with a computer, care should be taken in dry or low-humidity environments to protect the user from electrostatic discharge from the monitor (CRT). Computer monitors can induce a substantial electrostatic charge when turned on or off, or when there is a power failure, and the resulting electrostatic discharge can be passed through the headset to ground. A user in close proximity to or touching the computer may feel a common “shock” sensation, (similar to touching a doorknob after walking across a carpet), which doesn’t harm the user. This discharge is entirely due to the computer monitor; the headset is merely the shortest path to ground.

To minimize the possibility of electrostatic discharge through the headset, you can:

- Use a grounded screen in front of the monitor.
- Use static-dissipative wrist straps.
- Increase the relative humidity in the room to 60% or more.
- Install static-dissipative carpets or floor coverings (anti-static sprays can be helpful).
- Remove the headset before turning the computer on or off.

4.1 Using the Headset

To make or receive a telephone call Click the Select Switch to “phone” (right).

1. Position the headset/handset switch on your amplifier to headset.
2. Lift the telephone handset off the hook (or press the speaker button on some office phones).
3. You can now answer calls or dial the phone.

4.2 Using the Handset

1. Position the headset/handset switch on your amplifier to handset.
2. Lift the handset and talk/dial as usual.

4.3 When You Are Done

Hang up the receiver (or press cancel on office phones).

4.4 To Use All Computer Sound Applications

1. Click the Select Switch to “multimedia” (left).
2. Position the headset/handset switch on your amplifier to headset.
3. Launch your computer application.

NOTE

The sound-level settings are controlled individually by several applications on most computers. For example, the modem, dialing sounds, and “Real Audio” internet player all have their own software volume controls. Refer to Section 3.3 for more information.

5. Troubleshooting

5.1 Problems and Solutions

I can't hear anything.

- Is the headset/handset switch on your amplifier in the headset position?
- Is the headset Quick Disconnect connected?
- Office phones only: Are there batteries in the amplifier?
- Is the Select Switch set to the correct source?

I can't make a phone call.

- Did you lift the handset (receiver)? The phone won't have a dial tone unless the receiver is lifted. (The exception to this is for some digital office phones that may pick up with quick buttons.)

I can hear them but they can't hear me.

- Make sure the mute switch on your amplifier is off.

My voice-recognition software is not performing properly.

- Voice-recognition software has some limitations in understanding speech. However, to increase the performance, position the microphone in front of your mouth one finger-width away from your lips.
- Adjust microphone sensitivity settings on the computer.
- Adjust microphone transmit level on amplifier (see the amplifier directions).
- Consult the instructions that came with your software.

5.2 Calling Black Box

If you determine that your Select Switch is malfunctioning, do not attempt to alter or repair the unit. It contains no user-serviceable parts. Contact Black Box at 724-746-5500.

Before you do, make a record of the history of the problem. We will be able to provide more efficient and accurate assistance if you have a complete description, including:

- the nature and duration of the problem.
- when the problem occurs.
- the components involved in the problem.
- any particular application that, when used, appears to create the problem or make it worse.

5.3 Shipping and Packaging

If you need to transport or ship your Select Switch:

- Package it carefully. We recommend that you use the original container.
- If you are shipping the Select Switch for repair, make sure you include everything that came in the original package. Before you ship, contact Black Box to get a Return Materials Authorization (RMA) number.



CUSTOMER SUPPORT INFORMATION

Order **toll-free** in the U.S.: Call **877-877-BBOX** (outside U.S. call **724-746-5500**)

FREE technical support 24 hours a day, 7 days a week: Call **724-746-5500** or fax **724-746-0746**

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