



**SONY**

3-750-685-21 (1)

Telephone Answering Device

# TAU-10

## Operating Instructions

Before operating the unit, please read this manual thoroughly and retain it for future reference.

## Owner's Record

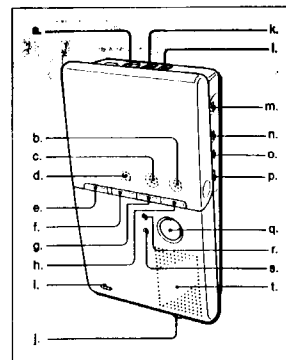
The model and serial numbers are located at the bottom. Record the serial number in the space provided below. Refer to these numbers whenever you call upon your Sony dealer regarding this product.

Model No. TAU-10    Serial No. \_\_\_\_\_

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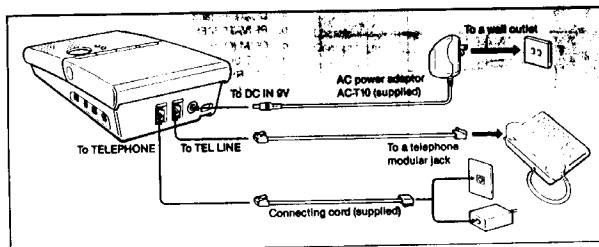
- The incorporated IC records your greeting and the microcassette tape records the incoming messages.
- Private message function allows you to leave private message to a specific person.
- You can record calls in progress. (page 16)
- When you call from outside to hear messages, you can save the charge for the call by counting the phone rings. (Toll saver function) (page 24)
- You will hear the caller's voice from the speaker in the "out" mode, so that you may answer the call after making sure who is calling. (Call-screening function) (page 11)
- "Announce only" function allows you to leave the message to the caller and not to expect caller's messages.
- Various remote control operations are possible. (page 20)
- You can remotely hear the sound around the phone. (Room-monitoring function) (page 23)

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- a. DC IN 9V jack
  - b. PRIVATE MESSAGE button
  - c. OGM (Outgoing Message) button
  - d. REC button
  - e. TEL REC button
  - f. ◀◀/▶▶ PLAY button
  - g. ■ (stop) button
  - h. ▶▶ REW (rewind) button
  - i. Microphone
  - j. VOL (speaker volume) control
  - k. TELEPHONE jack
  - l. TEL LINE jack
  - m. REMOTE CODE 1/5/8 switch
  - n. REMOTE CODE 2/4/7 switch
  - o. OPC (Calling Party Control) switch
  - p. ICM (Incoming Message) REC TIME switch
  - q. IN/OUT button and lamp
  - r. PRIVATE MESSAGE lamp
  - s. INCOMING MESSAGE lamp
  - t. speaker
- (Inside the cover)

## Connections

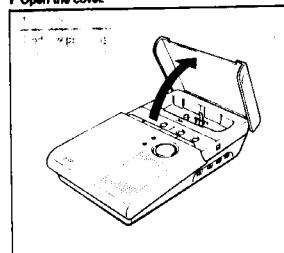


- When the unit is connected to the power source, a clicking sound may be heard from the cassette compartment but it is normal.
- Consult the telephone company if your house is not supplied with a modular telephone jack.
- Use only the supplied AC power adaptor. In case of accident or malfunction, take the unit to an authorized Sony service facility.

- If the unit does not work even if the AC power adaptor is connected to the wall outlet, disconnect and after a few moments, reconnect it firmly again.

## Cassette Insertion

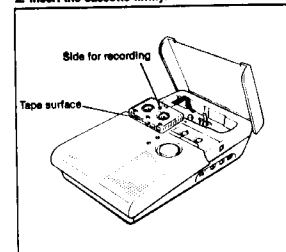
## 1 Open the cover.



## Replacing cassettes

If you use the same cassette over and over again, it will gradually wear out. The recording quality will worsen, and malfunction of the unit may occur. It is best to replace cassettes regularly and promptly. We recommend Sony MC-30 or MC-60 Microcassettes. MC-90 and metal tapes should be avoided.

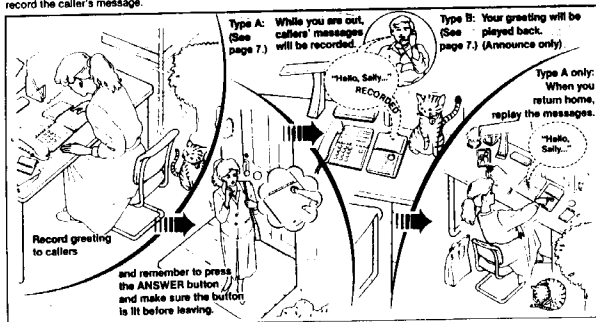
## 2 Insert the cassette firmly.



Make sure there is no slack in the tape to avoid any malfunction.

## What Can an Answering Machine Do?

When you go out, or you are busy with a job that demands all of your attention, the unit will answer phone calls and record the caller's message.



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## How to Record Your Greeting (outgoing message)

The outgoing message is recorded on the incorporated IC first for answering and then, on the microcassette for memory back-up.

Greeting type	Example	Setting of the ICM REC TIME switch
Type A: It asks the caller to record a message.	"Hello, this is Sally. I am out at this time. Please leave a message clearly after you hear the tone. You can record for 1 minute. Thank you."	1 or 4
Type B: When you do not expect caller's messages, this greeting is useful.	"Hello, this is Sally. I am unable to answer your call now. If you have urgent business, I can be reached at 123-4567. Thank you."	0 ("Announce only" mode)

\*See page 10 for caller's recording time.

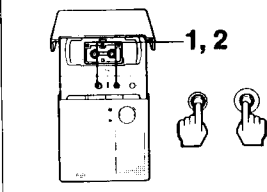
### Notes

- While the IN/OUT lamp is flashing, the unit does not operate even if buttons are pushed.
- You can record various messages on different tapes and use the appropriate one depending on the case.

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## How to Record Your Greeting

### To record your greeting



- Press (OGM) and (REC) pressed simultaneously. Now, recording starts. Record your greeting using the microphone. Maximum recording is 16 seconds.
- When the greeting is completed, release (OGM) and (REC) simultaneously.

### For best recording results

Record in a quiet room and speak close enough to the microphone in a clear voice. If you add background music, make sure that you speak louder than the music.

### When you want to record a new greeting

Follow the procedures with the same steps in "To record your greeting". The previously recorded greeting is erased and the new greeting is recorded.

### To change recorded greeting

Recording of a new greeting erases the previously recorded greeting.

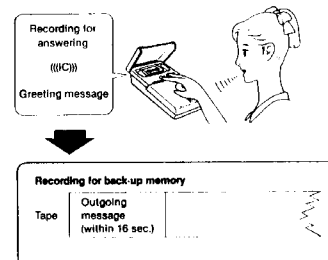
### To check if greeting is correctly recorded

Press (OGM) to play back the recorded greeting.

The microcassette does not operate while recording a message on the incorporated IC. When the recording on the IC is completed, the unit will play back the greeting to make sure it has been correctly recorded on the IC. Then, the microcassette starts to record in order to protect the greeting from being erased in case of power interruption.

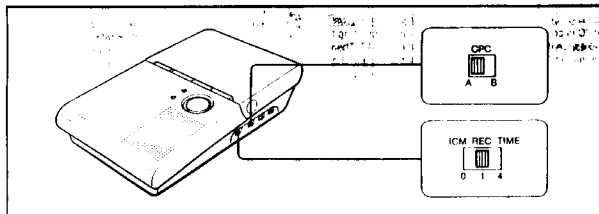
### Note

If the power interruption is occurred, outgoing message recorded on the IC will be erased. In this case, the backed up message on the microcassette will automatically be started to record on the IC. Then, the unit will be ready for recording of incoming message.



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## How to Set the Recording Time for Incoming Messages



**CPC switch:** Normally set to A. If you have a "call-waiting service" (hold), set it to B, so that your caller may not be cut off midway through recording his message when another call comes in.

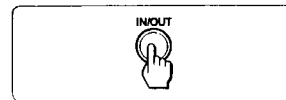
**ICM REC switch:** Normally set to 1 (1 minute) or 4 (4 minutes). If you do not want to record caller's messages, set to 0. If the switch is set to 0, the greeting will be announced twice when someone calls. ("Announce-only" mode)

### Tape-saving feature

When the caller's message is shorter than the time limit set (1 min. or 4 min.), the unit will stop recording after the caller hangs up.

## Before You Go Out

Press **(IN/OUT)** so that the IN/OUT lamp flashes while the tape is running and then lights up. ("Out" mode)



When there is not yet any incoming message recorded on the tape, and the INCOMING MESSAGE lamp does not light up, the press on the **(IN/OUT)** button lets the tape run to the position where the message recording starts. When there are already some incoming messages recorded on the tape and the INCOMING MESSAGE lamp lights up, the press on the **(IN/OUT)** button lets the tape run to the end of the pre-recorded incoming messages, so that the pre-recorded messages are protected from erasure. The IN/OUT lamp flashes while the tape is running to the appropriate position.

## Call-screening

— To be "out" when you're home

You will hear the caller's voice from the speaker when the unit is set to the "Out" mode. Therefore you can answer the call after making sure who is calling.

- 1 Press **(IN/OUT)** so that the IN/OUT lamp lights up.
- 2 When the phone rings, the unit answers with the outgoing message.
- 3 You will hear the caller's voice over the speaker, while the caller records a message.
- 4 If you want to speak to the caller, press **[ ]** button and pick up the handset.  
The unit stops recording the message.

### To adjust speaker volume

Slide VOL control and adjust to the proper level.



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## When You Return

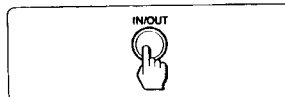
— You can see how many messages are recorded. If any message has been recorded, the INCOMING MESSAGE lamp flashes.  
You can see how many messages are recorded by the number of the lamp's flash. For example, when there are two incoming messages recorded, the lamp flashes twice at a time. If there are more than 15 messages, the lamp flashes 15 times at a time.

### Note

- If the INCOMING MESSAGE lamp is lit, any abnormality such as power interruption had been occurred.
- The caller's message that is shorter than 2 seconds can not be recorded.

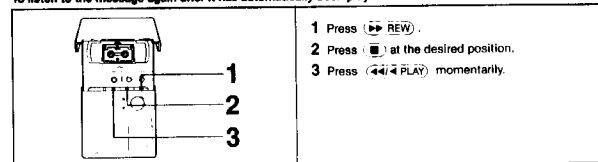


To play back recorded messages.  
Press **(IN/OUT)** so that the IN/OUT lamp goes off.



The unit will automatically rewind the tape and start playing back the messages from the first one. You will hear a beep sound at the end of every message. When all the messages have been played back, the tape stops automatically at the end of the last message. You will hear a beep sound and the INCOMING MESSAGE lamp goes off.

To listen to the message again after it has automatically been played back



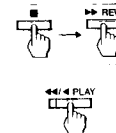
- 1 Press **(REW)**.
- 2 Press **[ ]** at the desired position.
- 3 Press **(F.F.)** momentarily.

To return the tape to the beginning

Press **[ ]**. Then press **(REW)**.

To skip forward and listen


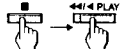
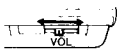
Press **(F.F.)** during playback.  
The tape will skip forward as you hold the button.  
Playback will resume when you release your finger.



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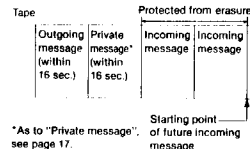
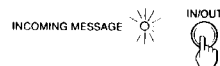
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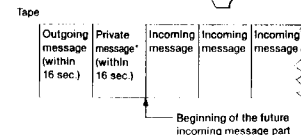
To listen to the same part twice	Press <b>(▶▶ REW)</b> during playback. The tape will reverse as you hold the button. Playback will resume when you release your finger.	
To skip forward to the end of the Incoming messages	Press <b>(■)</b> . Then press <b>(◀◀ PLAY)</b> for more than a second.	
To adjust volume	Slide VOL control.	

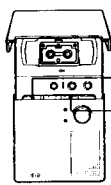
**To protect Incoming messages from erasure**

— To record future Incoming message after the last one  
Set the unit to the "Out" mode by pressing the **(INOUT)** button when the INCOMING MESSAGE lamp flashes. If the INCOMING MESSAGE lamp is turned off, press **(▶▶ REW)** and immediately press **(■)** so that the INCOMING MESSAGE lamp flashes. Then, press the **(INOUT)** button.

**To let Incoming messages be erased by next recording**

— To record future Incoming messages from the beginning of the Incoming message part  
Set the unit to the "Out" mode by pressing the **(INOUT)** button when the INCOMING MESSAGE lamp is turned off. If the INCOMING MESSAGE lamp flashes, press the **(◀◀ PLAY)** button for more than a second to rapidly advance the tape to the end of the pre-recorded Incoming messages, so that the INCOMING MESSAGE lamp goes off. Then, press the **(INOUT)** button.

**Recording a Call in Progress**



- 1 Press (TEL REC) during your conversation.**  
The tape runs to the end of the recorded Incoming messages and recording of a call in progress will begin.
- 2 Press (■) to stop recording.**

If you wish to start recording immediately from tape's present position, keep pressed **(TEL REC)** and **REC** simultaneously. In this case the caller's messages could be erased.

**Recording Your Private Message**

You can leave a message to others in your household or to a specific person who knows the ID code of the unit and can hear the message by calling the unit from outside.

**To record your private message**

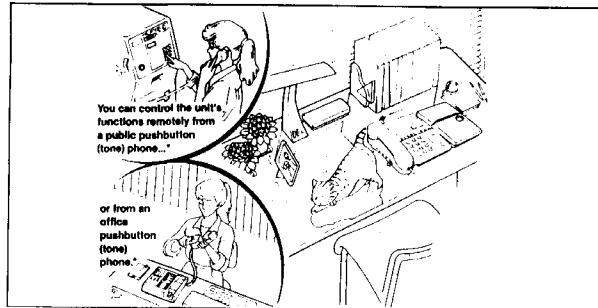
- 1 Keep pressed (PRIVATE MESSAGE) and REC simultaneously** and record your private message from the microphone. The private message will be recorded on the incorporated IC first and then, on the microcassette. The maximum recording time is 16 seconds. The PRIVATE MESSAGE lamp lights up.
- 2 When the message is recorded, release PRIVATE MESSAGE and REC simultaneously.**  
When the recording is completed, the unit will automatically play back the message to make sure it has been correctly recorded on IC. Then, the message will be recorded on the microcassette for memory back-up.

**To play back the private message**

Press **(PRIVATE MESSAGE)**. If you press **(PRIVATE MESSAGE)** when no private message is recorded, you will hear a beep sound.

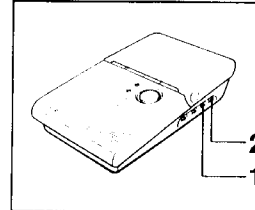
**To erase the private message**

Keep pressed **(PRIVATE MESSAGE)** and **REC** simultaneously, and immediately release them simultaneously before PRIVATE MESSAGE lamp lights up.



\*If a pushbutton (tone) phone is not available, use an optional remote control unit with a dial pulse type phone.

You and your family or friends who know the two-digit ID code can remotely control this unit from a pushbutton phone.

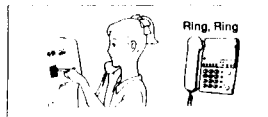


- 1 Set REMOTE CODE to 2, 4, or 7
- 2 Set REMOTE CODE to 1, 5, or 8

For example, If you selected 4 in the step 1, and 5 in the step 2, the ID code is 4||5|.

## Remote Control Operation

- 1 Call your home phone using a pushbutton (tone) phone.



- 2 While you hear your outgoing message, press your ID code.



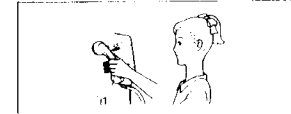
- 3 Within 10 seconds after the beep sound stops, press the desired number button, each assigned for a function as listed below.



Number	Function
[1]	To rewind the incoming message tape
[2]	To rapidly advance (fast forward) the incoming message tape
[4]	To play back the private message
[5]	To record a private message, or to erase it
[6]	To set the point where the remote-controlled playback starts next time

[7]	To cancel the "Out" mode
[8]	To record outgoing message or to change outgoing message recording
[9]	To monitor the sound around the home phone (Room monitoring)
[0]	To rewind the tape to the starting point of the incoming messages after playing back all the incoming messages
[*]	To skip outgoing message

- 4 To end your call, hang up.



If you do not enter any number within 10 seconds after the beep sounds, intermittent high beeps as many as recorded incoming messages will be heard repeatedly. Then, the playback of the incoming messages will automatically begin. When the playback is finished, the tape will return to the starting point of the incoming messages.

### Note

The first portion of the repeated intermittent high beeps may sound fewer than the recorded incoming messages.

## Details on remote control function

## To rewind the incoming message tape

Keep [1] pressed during the playback of incoming messages. If you release [1], playback starts. When the tape is rewound to the beginning, the tape stops and you will hear beeps.

## To rapidly advance (fast forward) the incoming message tape

Keep [2] pressed during the playback of incoming messages. If you release [2], the playback starts. When the tape reaches its end, the tape stops and you will hear beeps.

## To play back the private message

Press [4]. You will hear beeps while the tape is rewound.

## To record a private message

- 1 Press [5] and release.  
You will hear a beep.
- 2 Start recording of your private message. Your message should be less than 16 seconds long.
- 3 Press [5] to stop recording.  
The message is played back for confirmation and you will hear beeps.

## To erase recorded private message

- 1 Press [5] immediately (within 2 seconds) after the recording of the private message starts.  
You will hear beeps after the private message is erased.
- 2 Hang up.

## To set the point where the remote-controlled playback starts next time

If you wish to listen to an important message again without listening to the previous messages next time you call from outside, you can set the point where the playback of the incoming messages will start next time.  
Press [6] during or after the playback of the incoming messages.  
If you set two points, the later set point is memorized.

## To cancel the "Out" mode

Press [7]. You will hear a beep and the unit will be set to the "In" mode.

## To record or to change the outgoing message

- 1 Press [8] and release.  
You will hear a beep.
- 2 Start recording of outgoing message. Your messages should be less than 16 seconds long.
- 3 Press [8] to stop recording.  
The message is played back for confirmation and you will hear beeps.

If the outgoing message could not correctly be recorded remotely, the previous outgoing message, recorded on the tape, will resume by pressing [8] immediately (within 2 seconds) after the recording of the outgoing message starts.

## To monitor the sound around the home phone (Room monitoring)

Press [9] and release. You can monitor the sound around the home phone for 1 minute. Press [9] again to monitor for another 1 minute after the beep sounds.

## Details on remote control function

## To rewind the tape to the starting point after playing back all the incoming messages

Press [0]. The tape will be rewound to the starting point so that the recorded incoming messages will be erased when a new message is recorded.

## To skip outgoing message

Press [x]. The playback of the incoming messages will start immediately.

## Note

Rewind ([1]) and fast forward ([2]) tape operations can not remotely be controlled by a tone telephone which outputs a short tone sound even when the push button is kept pressed.

## You cannot record OGM properly.

- Are you recording with your mouth close enough to the microphone? Make sure the distance is about 20 cm (8 inches).
- Is your OGM longer than 16 seconds? Shorten the message and try again.
- Are the AC power adaptor and the connecting cord firmly connected?
- Was there a power interruption?
- Caller's message was shorter than 2 seconds.
- The ICM REC TIME switch is set to 1 (or 4) and caller's message is longer than 1 (or 4) min.
- The caller's voice level was too low.
- Isn't the CPC switch set to A although your line is equipped with a "call-waiting" service?
- Did you enter correct code?

## There was a phone call, but no message was recorded.

## The unit stops recording before the caller finished his message.

## A long beep sounds when you enter your ID code.

## Intermittent beeps do not sound when you enter the ID code.

No sound from the speaker.  
Cassette cannot be inserted.

## If you hang up by mistake.

## The unit does not work even if the AC power adaptor is connected to the wall outlet.

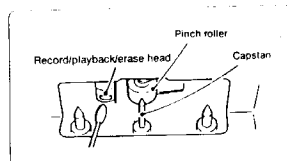
- Did you enter ID code quick enough?
- Are you calling from a pushbutton (line type) phone? Remote control works only on pushbutton phones.
- Is the VOL control slid all the way to the left?
- The exposed tape should be facing you. Check whether you are inserting correctly (page 5).
- Disconnect the AC power adaptor and connect it again.
- Disconnect the AC power adaptor from the DC IN 9V jack and connect it again.
- Disconnect the AC power adaptor and after a few moments, reconnect it firmly again.

**Cleaning the casing**

Clean the casing with a soft cloth slightly moistened with water or a mild detergent solution. DO NOT use solvents such as alcohol, benzine, or thinner, as they may mar the finish.

**Head cleaning**

Dirty tape heads will harm recording and playback quality, and may cause malfunctioning. Clean them regularly. Open the cover and remove the microcassette. Wipe the head, the pinch roller and the capstan with a cotton swab slightly moistened in cleaning fluid or denatured alcohol. You can also use a soft cloth.



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Power consumption	Approx. 8 W
Outgoing message	Incorporated IC and microcassette, up to 16 seconds
Incoming message	Microcassette, recording time selectable
Private message	Microcassette, recording of up to 16 seconds
Call in progress	Recording of whole tape is possible
Power source	9 V DC (via supplied AC power adaptor)
Dimensions	Approx. 115 × 52 × 205 mm (4 1/4 × 2 1/4 × 8 1/4 inches)
Weight	Approx. 0.46 kg (1 lb 1/4 oz)
Supplied accessories	AC power adaptor (1) Connecting cord (1) Sony Microcassette MC-60 (1) Remote reference card (1) Operating instructions (1)

Design and specifications subject to change without notice.

**IMPORTANT INSTRUCTIONS TO USERS**

Your TAU-10 model has been approved by the Federal Communications Commission (FCC) as not being harmful to the telephone network when connected directly to the telephone lines. In order to fully comply with the Rules of the FCC, the following instructions should be read carefully and followed completely where applicable.

- The FCC Rules require that all direct connection to the telephone lines must be made through standard plugs and jacks. No connecting can be made to party lines or coin lines. Prior to connecting your device to the line:
  - Upon request from your telephone company, you must provide the 14 digit FCC Registration Number and Finger Equivalence Number, both of which are on your TAU-10 model.
  - After the telephone company has installed the jack, you can connect your TAU-10 model by inserting the mating plug of your equipment into this jack.
  - All repairs must be accomplished as described in the "Service requirements" on page 28.
  - The REN is useful to determine the quantity of devices you may connect to your telephone line and still have all of those devices ring when your number is called.
- In most, but not all areas, the sum of the RENs of all devices should not exceed five (5.0). To be certain of the number of devices you may connect to your line, as determined by the REN, you should call your local telephone company to determine the maximum REN for your calling area.

- If it appears that your TAU-10 model is malfunctioning, it should be disconnected from the telephone line until it can be determined whether your TAU-10 model is the source of the trouble or not. If your unit needs repair, it should not be reconnected until such repairs have been made.
- If harm does occur, the telephone company shall, where practicable, notify you, the customer, that temporary discontinuance of service may be required; however, where prior notice is not practicable, the telephone company may (temporarily) discontinue service forthwith. If such action is reasonable in circumstances, the telephone company shall (1) promptly notify you, the customer, of such temporary discontinuance (2) afford you, the customer, the opportunity to correct the situation which gave rise to the temporary discontinuance, and (3) inform you, the customer, of your right to bring a complaint to the Commission pursuant to the procedures set forth in the Rules. Procedures for filing the complaints can be obtained from your local dealer, or, if necessary, by writing directly to the manufacturer.

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**SERVICE REQUIREMENTS**

If your TAU-10 model should malfunction, all repairs will be performed by an authorized Sony Service Station. This unit has been registered within the FCC for direct connection to the telephone network. Under the FCC program, no customer is authorized to repair this unit. This applies to a unit in and out of warranty. If an unauthorized repair is performed, the registration of the unit for direct connection to the network will be null and void. If the unit is still in warranty, the remainder of the warranty period will also be null and void. It is the responsibility of users requiring service to report the need for service to their Sony dealer.

**IMPORTANT NOTICE**

This telephone does not provide magnetic coupling to hearing aid and is prohibited for use by FCC rules in the following locations:

- Places where a person with impaired hearing might be isolated, such as elevators, highways, tunnels, etc.
- Hospital rooms, residential health care facilities, convalescent homes, and prisons, specifically where telephones are used for signalling life-threatening or emergency situations if alternative means of signalling are not available.
- Places where telephones are specifically installed to alert emergency authorities such as police, fire or medical assistance personnel.
- Workstations for hearing impaired employees.
- Places in which visits by public are reasonably expected, such as lobbies of hotels, motels, apartment buildings, public transportation terminals, stores, etc.
- Hotels and motels where fewer than ten percent of the rooms contain hearing aid compatible telephones or contain no jack for plug-in hearing aid compatible telephones.

**PRECAUTIONS****Power Source**

- Operate the unit only on 9V DC. Use the supplied AC adaptor to connect the unit to a wall electrical outlet.
- Plug the unit into a wall outlet which has a continuous power supply. Avoid outlets where power may be cut off.

**AC power adaptor**

- Do not unilaterally bend or crimp the connection cord, or place heavy objects on top of it. Damage to the cord may result in fire or electric shock.
- Do not use old or damaged connection cords.
- When removing the AC adaptor from the outlet, pull the adaptor plug itself. DO NOT pull the cord.

**Foreign matter**

Keep foreign matter away from the unit. Especially avoid inserting foreign matter in the DC IN 9V jack.

**Locating the unit**

Avoid locating the unit in places which are

- Near a television or audio amplifier
- Unstable
- Subject to strong vibrations
- Subject to high humidity, and/or poor ventilation
- Dusty
- Subject to direct sunlight and/or high temperatures
- Subject to extremely low temperatures
- Near an audio speaker, or otherwise subject to strong magnetism.

**INTERFERENCE**

This equipment generates and uses 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 and television reception. It has been type tested and found to comply with the limits for a Class B 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 in a residential installation. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- reorient the receiving antenna
- relocate the equipment with respect to the receiver
- move the equipment away from the receiver
- plug the equipment into a different outlet so that equipment and receiver are on different branch circuits.

If necessary, the user should consult the dealer or an experienced radio/television technician for additional suggestions. The user may find the following booklet prepared by the Federal Communications Commission helpful:

"How to Identify and Resolve Radio-TV Interference Problems"

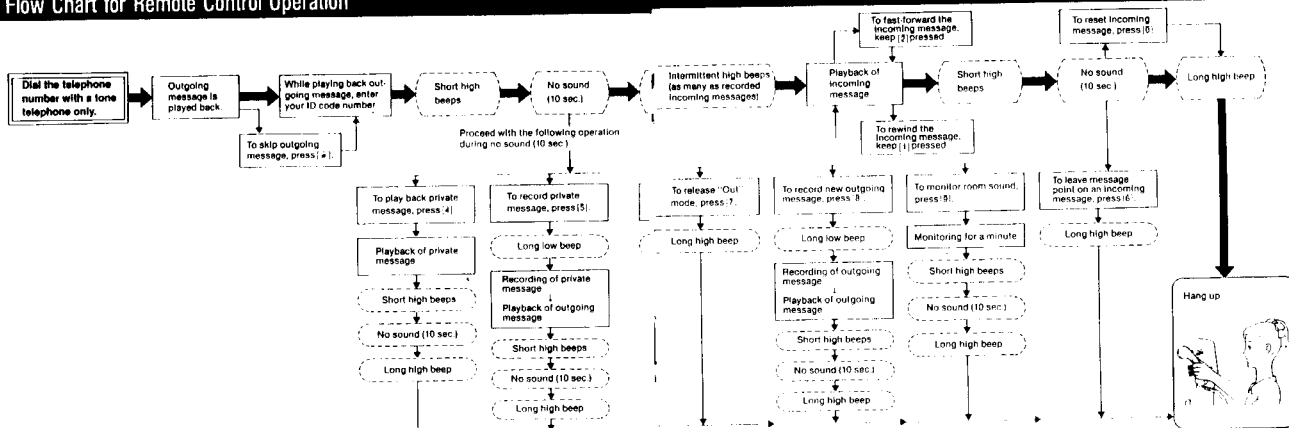
This booklet is available from the U.S. Government Printing Office, Washington, DC 20402, Stock No. 004-000-00345-4.

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## Flow Chart for Remote Control Operation



## Product Support

1-201-391-3111

Call Sony Personals™ dedicated telephone number for product support for information on:

- How to use the products or optional accessories
- The location of the nearest authorized Sony Service Center

When you call, a Sony Professional Product Manager will assist you with any questions pertaining to our new line of Personal automation products. Let us help you get the maximum return on your investment, allowing you to work more efficiently on the go, at the office or at home.