

USING THE AMERIPHONE Q90 FOR HCO CALLS

TO MAKE A CALL

1. Press the "POWER" button and turn on the TTY.
2. Press the F3 button that says "QUICK #." The TTY will dial **1-800-735-2258**.
3. Watch the display and wait for the relay operator to type to you. When the operator is finished typing, you will see the letters "GA."
4. As soon as you see "GA," press the F5 button. The TTY will type the following: "Hi, HCO call pls. I'll type but you talk to me GA."
5. When you hear the operator talk to you, she/he will ask you for the number you want to call. (If the operator types this question, press F5 again.)
6. Right away, type the number you want the operator to dial. If you want, you can also give your name and/or the name of the person you are calling. Type "GA" when you are finished.
7. Wait while the operator dials your call.
8. When you hear the other person talk, wait to hear "Go Ahead." If you don't hear it soon, start typing anyway. Don't forget to type "GA" when you are finished.
9. When you are totally finished with the call, type "Goodbye" or "Bye," and "SK"—this lets the operator know you are hanging up.
10. Hang up and press CONTROL and F1. The TTY will say "OFF LINE."
11. If you want to turn off the TTY, press CONTROL and POWER.

TO ANSWER A CALL

1. When the phone rings, the TTY will turn on. Press the space bar to answer.
2. Type "Hello GA" or press CONTROL and Q to automatically type it, or press F6 if you have a greeting pre-programmed there.
3. When you hear the other person talk, wait for him/her to say "Go Ahead" before you type your response.
4. Follow steps 8 through 11 above.

****DON'T FORGET TO TYPE 'GA' EVERY TIME YOU WANT THE OTHER PERSON TO RESPOND.**

TO CALL 9-1-1: DO NOT USE RELAY TO CALL 9-1-1!

1. Press F1.
2. Press the ↑ button 2 times.
3. Press the Return button.

4. The TTY will dial **9-1-1** for you.
5. When the operator answers, press the space bar and wait for him/her to type to you. Don't expect to the operator to talk to you – you will type and the operator will type back.
6. Stay on the line until help arrives or the operator types other instructions.
****DON'T FORGET TO TYPE 'GA' EVERY TIME YOU WANT THE OTHER PERSON TO RESPOND.**

TO SET UP THE AMERIPHONE Q-90 TTY

1. Unpack the TTY and AC adapter.
2. Plug the AC adapter into the back of the TTY where it says "12 VDC/300 MA."
3. Plug the AC adapter into a wall outlet.
4. Plug a telephone line into the back of the TTY where it says "TO LINE."
5. Unpack the speakers.
6. Plug the speaker jack into the TTY where it says "HCO SPEAKER."
7. Plug the speakers into an AC wall outlet.
8. Turn on the speakers by pushing the button on the front of one of the speakers. Leave the speakers on.
9. Press the F9 button to turn on HCO.
10. You may want to press F12 to turn on Sticky Keys – so two keys don't have to be pressed together (hanging up and turning the machine off).
11. If you want the TTY to ring when a call comes in, or not flash, press the F13 "MENU" button. Then use the "RETURN" button to find those features and the space bar to change them.

TO SAVE MARYLAND RELAY NUMBER INTO MEMORY

1. Press the "POWER" button and turn on the TTY.
2. Press the F1 button – the TTY will say "ENTER NAME OR NUMBER OR SELECT DIRECTORY WITH ↑ ↓"
3. Type **1-800-735-2258**, and then press F8 – the TTY will say "EDIT CURRENT NAME Y/N?"
4. Type "Y" – the TTY will give you a directory number followed by a cursor and it will say "PRESS RETURN WHEN DONE."
5. Type "RELAY."
6. Press "RETURN" – the TTY will say "SAVING PHONE #" and show the listing.

TO RECORD HCO MESSAGE AND/OR GREETING

1. Press F8 – the TTY will say “SELECT F5 OR F6 OR ESCAPE.”
2. Press F5 (or F6 for greeting) – the TTY will say “TYPE MESSAGE 1, PRESS RETURN WHEN DONE” (...or “TYPE MESSAGE 2...” if you pressed F6).
3. Type “Hi, HCO call pls, I’ll type but you talk to me GA.” (or a greeting or other message, if F6)
4. Press “RETURN” – the TTY will say “SAVING MESSAGE. MESSAGE SAVED!!!!”