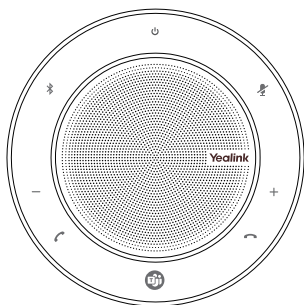


# Yealink

## USB Speakerphone USB 扬声器

CP900



English | 简体中文

### Quick Start Guide (V1.5) 快速入门指南

[www.yealink.com](http://www.yealink.com)

# Package Contents



CP900



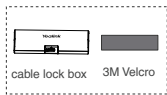
Carrying Case



Quick Start Guide



BT50(optional)

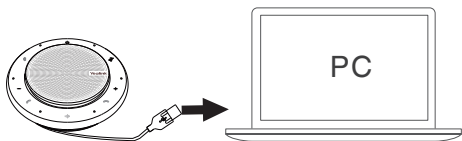


cable lock box(optional)

Note: The cable lock box is included in the CP900 Room product package.  
Yealink provides a USB device manager client - Yealink USB Connect, you can download it on the Yealink website [www.yealink.com](http://www.yealink.com).

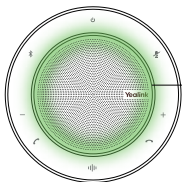
# Charging Your CP900

Plug the CP900 into a USB power source. The CP900 battery lasts for up to 12 hours of talk time and takes approximately 3 hours (5V/1A) to fully charge.



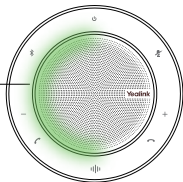
# Viewing the Battery Status

Tap  to view the battery status.

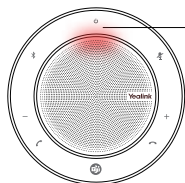


Full battery

green



Medium battery

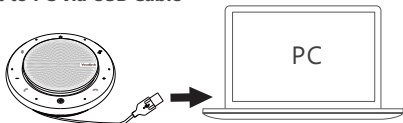


Extremely low on power, flashing red

Low battery

## Connecting Your CP900

### Connect to PC via USB Cable




### Connect to PC via Bluetooth

Connect the BT50 into a USB port on your PC. The CP900 and the BT50 are pre-paired and ready to use out of the box. The Bluetooth range is 30m/100ft.





Note: If there is no sound coming from your CP900, you may need to set the CP900 as the playback device in your operating system's audio settings.

### Connect to smartphone via Bluetooth

Hold  for 2 seconds to enter the pairing mode, and pair to your smartphone.



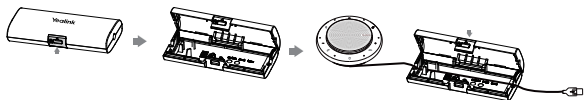
To disconnect, double-tap .  
To reconnect, tap  again.

Note: You can connect your CP900 to 2 Bluetooth devices at the same time.

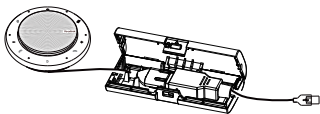
## Using cable lock box

### 1. Connect cable lock box

- Ⓐ Lock CP900 cable

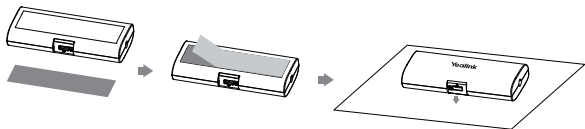


- Ⓑ Lock CP900 cable and EXT USB cable



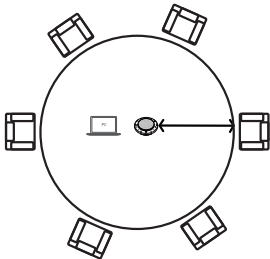
Note: You can find the EXT USB cable in the CP900 Room package.

### 2. Fix the cable lock box on the desktop

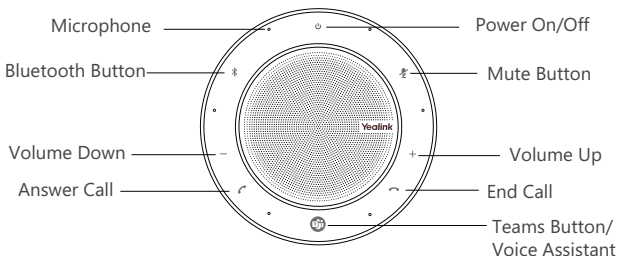


## Placing Your CP900











Place the speakerphone in the center of the table, up to 2m/6.5ft from each participant. A CP900 is ideal for up to 6 people.



# Using Your CP900





The CP900 is compatible with Microsoft Teams/Skype for Business client and Yealink VCD client. The CP900 can connect to PC via USB cable or Bluetooth, and to smartphone via Bluetooth. After connected, you can control the calls on the CP900.

Task	Do
Power on or off	Hold  for 3 seconds.
Answer a call	Tap  .
End or reject a call	Tap  .
Volume up/down	Tap  .
Mute/unmute microphone	During a call, tap  . The mute LED indicator and LED light-ring glow red.
Hold a call	During a call, tap  . The LED light-ring flashes green.
Reset to the factory	Hold  and  for 6 seconds.
Play/pause the music	When the connected smartphone is playing music, tap  to pause. Tap  again to resume.

Note: If connected to PC or smartphone via Bluetooth, CP900 will enter the power safe mode after 60 seconds without operation. In this mode, you can tap any key to awake CP900.

The Bluetooth pairing information will be cleared after a factory reset.

### Teams Button functions

Task	Do
Activate Cortana/Activate your smartphone's voice assistant	Hold  for 2 seconds.
Invoke the Teams client	After the Teams client connects, tap  .

Note: Before using the Teams button functions, you should install the Microsoft Teams client on your PC or smartphone.

### Teams Button LED Indicator

LED Indicator	Description
Slow-flashing white	Receive missed calls/voice mails/ Teams meeting start notification indicators
Solid white	Teams connected
Off	Teams disconnected

### BT50 LED Indicator

LED Indicator	Description
Flashing blue	Bluetooth connecting
Solid blue	Bluetooth connected
Off	Bluetooth disconnected

## 包装清单



CP900



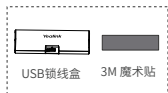
便携包



快速入门指南



BT50(可选)



USB锁线盒

3M魔术贴

USB锁线盒(可选)

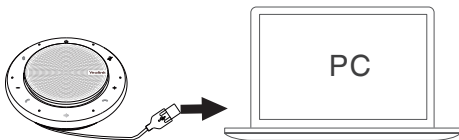
说明:CP900的无线型号核准代码体现在产品铭牌上;BT50的无线型号核准代码体现在产品说明书上,型号核准代码为CMIIT ID:2019DP8976。

对于CP900 Room产品包,USB锁线盒是标配的。

亿联提供Yealink USB Connect 升级管理工具,请从[www.yealink.com](http://www.yealink.com)下载。

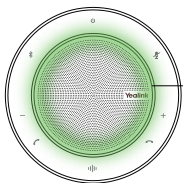
## 充电

使用CP900自带的USB线缆接入USB电源。CP900电池可支持12小时通话时长,充满电大约需要3小时(5V/1A)。



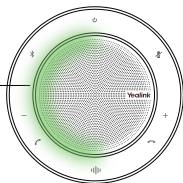
## 检查电量

在开机状态下,按  查看电池电量状态。

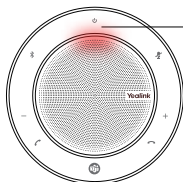


满格

绿色



中等电量

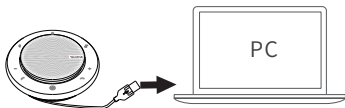


超低电量时,红灯闪烁

低电量

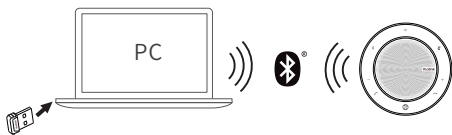
## 连接CP900

### 通过USB线连接至PC




### 通过蓝牙BT50连接至PC

将BT50插入电脑的USB接口。BT50与CP900已预先配对,开箱即可使用。蓝牙距离为30米/100英尺。





说明:如果使用过程无声,尝试手动将CP900设为系统音频设备。

### 通过内置蓝牙连接至移动电话

长按蓝牙键  2秒,蓝牙进入配对模式,然后与智能手机进行配对。



如果要断开蓝牙连接,双击蓝牙键  断开连接。  
再次按蓝牙键  可重新连接。

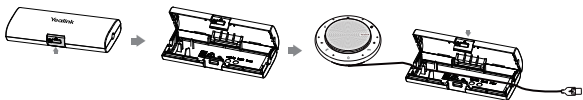
说明:CP900支持同时连接2个蓝牙设备。



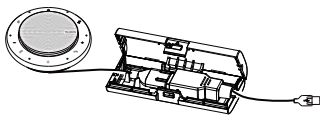
# 使用USB锁线盒

## 1. 连接USB锁线盒

### Ⓐ 锁 CP900 连接线

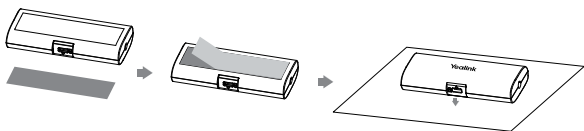


### Ⓑ 锁 CP900 和延长线转接头连接处



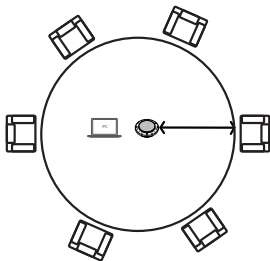
说明：延长线在 CP900 Room 产品包中。

## 2. 将USB锁线盒固定在桌面上

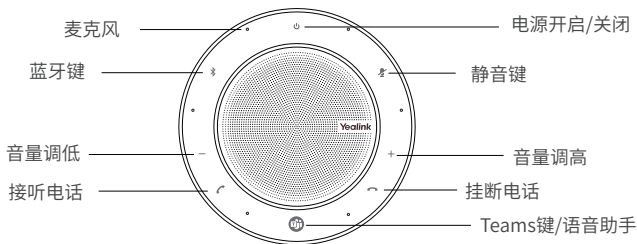


# 摆放位置



将CP900放在桌子中间，与每名与会者的距离不超过2米/6.5英尺。一台CP900可供6人使用。



# 使用CP900





CP900可以兼容Microsoft Teams/Skype for Business客户端、Yealink UME/VCD客户端。CP900可以通过蓝牙连接至智能手机，或通过USB线/蓝牙连接至PC，连接后，你可以在CP900上控制通话。

任务	操作
开机/关机	长按电源键  3秒。
接听来电	按接听键  。
挂断电话/拒接来电	按挂断键  。
音量调高/调低	按音量调高键  / 调低键  。 环形灯带的蓝色LED数增多/减少。
麦克风静音/取消静音	通话中，按静音键  。 静音键红灯常亮，环形灯带呈红色。
通话保持	通话中，按接听键  。环形灯带绿色闪烁。
恢复出厂	按住接听键  和挂断键  6秒钟。
播放音乐/暂停播放	当连接上的智能手机播放音乐时，按挂断键  暂停播放；再次按挂断键  继续播放。

说明:通过蓝牙连接到PC或智能手机时,CP900在60秒无操作后进入低功耗模式。在该模式下,你可以按任意键激活。

恢复出厂后,蓝牙配对信息会被清空。

## Teams键功能

任务	操作
激活Cortana/ 唤醒智能手机的语言助手	长按Teams键  2秒。
调出Teams客户端	Teams客户端连接成功后,按Teams键  。

说明:在使用Teams按键功能之前,需要先在PC或智能手机上安装Microsoft Teams客户端。

## Teams指示灯的状态

指示灯	描述
白色慢闪	收到未接来电/语音留言/会议通知提示
白色常亮	Teams连接成功
不亮灯	Teams未连接

## BT50指示灯的状态

指示灯	描述
蓝灯闪烁	蓝牙连接中
蓝灯常亮	蓝牙连接成功
不亮灯	蓝牙连接失败

## 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.

### Explanation of the symbols

#### ● DC symbol

— is the DC voltage symbol.

#### ● WEEE Warning symbol

To avoid the potential effects on the environment and human health as a result of the presence of hazardous substances in electrical and electronic equipment, end users of electrical and electronic equipment should understand the meaning of the crossed-out wheeled bin symbol. Do not dispose of WEEE as unsorted municipal waste and have to collect such WEEE separately.

### 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!

#### ⚠ General Requirements

- Before you install and use the device, read the safety instructions carefully and observe the situation during operation.
- During the process of storage, transportation, and operation, please always keep the device dry and clean, avoid collision and crash.
- Please attempt not to dismantle the device by yourself. In case of any discrepancy, please contact the appointed maintenance center for repair.
- Please refer to the relevant laws and statutes while using the device. Legal rights of others should be respected as well.

#### ⚠ Environmental Requirements

- Place the device at a well-ventilated place. Do not expose the device under direct sunlight.
- Keep the device dry and free of dusts.
- Do not place the device on or near any inflammable or fire-vulnerable object, such as rubber-made materials.
- Keep the device away from any heat source or bare fire, such as a candle or an electric heater.

#### ⚠ Operating Requirements

- Do not let a child operate the device without guidance.
- Do not let a child play with the device or any accessory in case of accidental swallowing.
- Please use the accessories provided or authorized by the manufacturer only.
- The power supply of the device shall meet the requirements of the input voltage of the device. Please use the provided surge protection power socket only.
- Before plugging or unplugging any cable, make sure that your hands are completely dry.
- Do not spill liquid of any kind on the product or use the equipment near water, for example, near a bathtub, washbowl, kitchen sink, wet basement or near a swimming pool.
- During a thunderstorm, stop using the device and disconnect it from the power supply. Unplug the power plug and the Asymmetric Digital Subscriber Line (ADSL) twisted pair (the radio frequency cable) to avoid lightning strike.

### 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.



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- If the device is left unused for a rather long time, disconnect it from the power supply and unplug the power plug.
- When there is smoke emitted from the device, or some abnormal noise or smell, disconnect the device from the power supply, and unplug the power plug immediately.
- Contact the specified maintenance center for repair.
- Do not insert any object into equipment slots that is not part of the product or auxiliary product.
- Before connecting a cable, connect the grounding cable of the device first. Do not disconnect the grounding cable until you disconnect all other cables.

#### ⚠ Cleaning Requirements

- Before cleaning the device, disconnect it from the power supply.
- Use a piece of soft, dry and anti-static cloth to clean the device.
- Keep the power plug clean and dry.

### Troubleshooting

The unit cannot supply power to the device other than 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.
  2. 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.

### FCC Statement

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

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

### IC Statement

This device complies with Industry Canada's licence-exempt RSSs. Operation is subject to the following two conditions:

- (1) this device may not cause interference; and
- (2) this device must accept any interference, including interference that may cause undesired operation of the device. CAN ICES-3(B)

Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes :

- (1) l'appareil ne doit pas produire de brouillage;
- (2) l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.NMB-3(B)

### Radiation Exposure Statement

This equipment complies with FCC and IC radiation exposure limits set forth for an uncontrolled environment. This equipment should be installed and operated with minimum distance 20cm between the radiator and your body.

Cet émetteur ne doit pas être Co-placé ou ne fonctionner en même temps qu'aucune autre antenne ou émetteur. Cet équipement devrait être installé et actionné avec une distance minimum de 20 centimètres entre le radiateur et votre corps.

### Contact Information

YEALINK NETWORK TECHNOLOGY CO., LTD.  
303, 3rd Floor, No.16, Yan 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

Certified for

Microsoft Teams

