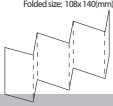


HBN22v2 Quick Start Guide - Front  
Size: 432 x 140 mm  
Printing Color: Black  
Mat: 85 gsm WF paper  
Nov 2, 2021

Folded size: 108x140(mm)



## HBN22v2 Staff Quick Start Guide

### Included

- HBN22v2 system
- Universal AC adapter



### Set Up

- 1 Remove thumbscrew and remove back cover to access staff controls.
- 2 Connect the universal voltage AC adapter to the DC jack on the back panel of the unit and plug into a working outlet that is not controlled by an On/Off switch.
- 3 Secure the attached Security Tether to a wall or other permanent surface. **CAUTION: DO NOT** attach to an AC outlet or cause it to become entangled with anything that can create a hazardous situation.
- 4 Set the **Volume Limit Switch** to High for large rooms or to Low for smaller rooms.
- 5 Extend the FM antenna for best reception.

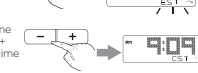


### Setting the Time Zone and Clock (Factory Preset Clock)

The first time you connect your new preset clock to the AC outlet, the unit will automatically show the correct Eastern Standard time, which is the default setting. If you are not in the Eastern time zone, you must change the default setting to match your time zone (see *Time Zone Setting* below). Once the correct time zone is set, if the time displayed is not correct, follow steps under *Manual Clock Setting* to set the correct time, year and date.

#### Time Zone Setting

Press and hold the **time set button** for 2 seconds.



The currently set time zone will flash. Press the - or + button to adjust to your time zone.

Press the **time zone button** to confirm time zone.

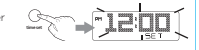
#### Daylight Saving Time

The unit ships with the Daylight Saving Time (DST) switch in Auto position, and will automatically adjust when the time changes in March and November. If Daylight Saving Time is NOT observed in your location, move the DST switch from AUTO to -1 or +1 BEFORE setting time.

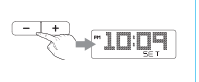


### Manual Clock Setting

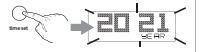
Press and hold the **time set button** for 2 seconds to enter clock setting mode; time will flash. (Press **Alarm On/Off** or **Alarm Reset Button** to toggle 12/24 hour time modes.)



Press the - or + button to adjust time.



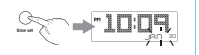
Press the **time set button** to confirm time. The year will flash.



Press the - or + button to set year.



Press the **time set button** to confirm year. The date will flash.



Press the - or + button to set date (hold for faster adjustment).



HBN22v2 Quick Start Guide - Inside  
Size: 432 x 140 mm  
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Nov 2, 2021

Press the **time set button** to confirm date and exit clock setting.



Once staff has completed setup, replace security cover on back of unit and tighten thumbscrew.



### Backup Batteries

Keep unit connected to AC power when replacing batteries or you will lose settings.

When **Low Battery Icon** appears on top left of the display, replace backup batteries with 2 fresh AA batteries, make sure to match polarity markings (+/-) to those in battery compartment.



#### Battery Cautions and Tips

- Only use the recommended/supplied batteries or equivalent.
- Use alkaline batteries for longer life.
- Do not mix old and new batteries, and do not mix alkaline, carbon-zinc or rechargeable nickel-cadmium batteries.
- Insert batteries with proper polarity (+/-) as indicated.
- Remove exhausted batteries from product.
- Rechargeable nickel-cadmium batteries.
- Do not open batteries or heat them beyond normal ambient temperatures.
- To prevent battery leakage or damage remove batteries from a product if it will not be used for a month or longer.
- Use extreme caution handling leaking batteries (avoid direct contact with eyes and skin). If battery leakage comes in contact with eyes, IMMEDIATELY flush the eyes with lukewarm and gently flowing water for at least 30 minutes. If skin contact occurs, wash skin with clear water for at least 15 minutes. Seek medical attention if any symptoms occur.
- Store in cool, dry, ventilated area away from hazardous or combustible material.
- Do not dispose of batteries in the household trash or fire.
- Follow applicable laws and local regulations for the disposal and transportation of batteries.

### MAINTENANCE

- Place the unit on a level surface away from sources of direct sunlight or excessive heat.
- Protect your furniture when placing your unit on a natural wood and lacquered finish. A cloth or other protective material should be placed between it and the furniture.
- Clean your unit with a soft cloth moistened only with mild soap and water. Stronger cleaning agents, such as thinner or similar materials can damage the surface of the unit.

### IMPORTANT SAFETY INSTRUCTIONS

- When used in the directed manner specified, this device complies with the Federal Communications Commission (FCC) Part 15 rules for unlicensed operation in the radio frequency spectrum. However, improper use can result in potential electrical shock or fire hazards. Please read and follow all safety and operating instructions carefully before installation and use, and keep these instructions handy for future reference. See special note of all warnings listed in these instructions and on the unit.
1. **Water and Moisture** - The unit should not be used near water. For example, near a bathtub, washbowl, kitchen sink, laundry tub, swimming pool or in a wet basement.
  2. **Ventilation** - Do not block any ventilation openings. Install in accordance with the manufacturer's instructions.
  3. **Heat** - The unit should be situated away from heat sources such as radiators, heat registers, stoves or other appliances including another unit of this product.
  4. **Power Sources** - The unit should be connected to a power supply only of the type described in the operating instructions or as marked on the appliance. Only use the AC adapter that came with the unit.
  5. **Power Cable Protection** - Power supply cables should be routed so that they are not likely to be walked on or pinched by items placed upon or against them. It is always best to have a clear area from where the cable exits the unit to where it is plugged into an AC socket.
  6. **Cleaning** - Cleaning unit and case only with damp cloth. Stronger cleaning agents, such as acetone, thinner or other materials can damage the surface of the unit.
  7. **Objects and Liquid Entry** - Care should be taken so that objects are not left and liquids are not spilled into any openings or vents located on the product.
  8. **Accessories** - Only use accessories/accessories specified by the manufacturer.
  9. **Lighting and Power Surge Protection** - Unplug the unit from the wall socket and disconnect the antenna or cable system during a lightning storm or when it is not unattended and unused for long periods of time. This will prevent damage to the product due to lightning and power line surges.
  10. **Overloading** - Do not overload wall socket, extension cords, or integral convenience receptacles as this can result in a risk of fire or electric shock.
  11. **Damage Requiring Service** - The unit should be serviced by qualified service personnel when:
    - A. the power supply cable or plug has been damaged;
    - B. objects have fallen into or liquid has been spilled into the enclosure;
    - C. the unit has been exposed to rain;
    - D. the unit has been dropped or the enclosure damaged;
    - E. the unit exhibits a marked change in performance or does not operate normally.
  12. **Periods of Nonuse** - If the unit is to be left unused for an extended period of time, such as a month or longer, the backup battery should be removed from the unit to prevent damage or corrosion.
  13. **Servicing** - The user should not attempt to service the unit beyond those methods described in the user's operating instructions. Servicing methods not covered in the operating instructions should be referred to qualified service personnel.
  14. **This product is suitable for use in tropical and/or moderate climates. No naked flame sources, such as lighted candles, should be placed on the product.**
  15. **Attention** should be given to the environmental aspects of battery disposal. Many electronics retailers now recycle batteries and other electronic components at no charge. To find a drop-off location near you, visit [www2.bbbpcc.com](http://www2.bbbpcc.com).
- WARNING:**
- To reduce the risk of fire or electric shock, do not expose this product to rain or moisture.
  - The mains plug of power adapter is used as the disconnect device. It shall remain readily operable.
  - CAUTION - Danger of explosion if battery is incorrectly replaced. Replace only with the same or equivalent type and Do not dispose of batteries in the household trash or fire.

### FCC Information

This equipment complies with FCC RF radiation exposure limits set forth for an uncontrolled environment. This device complies with Part 15 of the FCC Rules, operation is subject to the following two conditions:  
(1) This device may not cause interference, and  
(2) This device must accept any interference received, including interference that may cause undesired operation.

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

- **NOTE:** This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules.
- These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful 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 or relocate the receiving antenna.
  - Increase the separation between the equipment and receiver.
  - Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
  - Consult the dealer or an experienced radio/TV technician for help.

This equipment should be installed and operated with minimum distance 20cm between the radiator & your body.

### ISED Information

This equipment complies with ICES R512 radiation exposure limits set forth for an uncontrolled environment. This device contains licence-exempt transmitter(s)/receiver(s) that comply with Innovation, Science and Economic Development Canada's licence-exempt RSS(s). Operation is subject to the following two conditions:  
(1) This device may not cause interference.  
(2) This device must accept any interference, including interference that may cause undesired operation of the device.

The device complies with ISED RF exposure requirement, users can obtain Canadian information on RF exposure and compliance.

This equipment should be installed and operated with a minimum distance of 20 cm between the radiator and your body.

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

Cet équipement est conforme aux limites d'exposition aux radiations IC R512 établies pour un environnement non contrôlé.

L'émetteur/récepteur exempt de licence contenu dans le présent appareil est conforme aux Chiffres d'Innovation, Science et Développement économique Canada applicables aux appareils radio exempts de licence. L'opération est autorisée à deux conditions suivantes :

- 1) L'appareil ne doit pas produire de brouillage.
- 2) L'appareil doit accepter tout brouillage radioélectrique sans, même si le brouillage est susceptible d'en compromettre le fonctionnement.

L'appareil est conforme aux exigences d'exposition RF ISED, les utilisateurs peuvent obtenir des informations canadiennes sur l'exposition aux RF et la conformité.

Cet équipement doit être installé et utilisé avec une distance minimale de 20 cm entre le radiateur et votre corps.

Tout changement ou modification non expressément approuvé par la partie responsable de la conformité peut annuler l'autorisation de l'utilisateur à utiliser l'équipement.

CAN ICES-5 (B) / NRP-5(B)

### LIMITED 30 DAY WARRANTY

(valid in contiguous U.S.A. only; not valid in Hawaii or Alaska)

Hotel Technologies, a division of HTI Industries LLC, (hereafter referred to as Hotel Technologies), warrants this product to be free from defects in workmanship and materials, under normal use and conditions, for a period of 30 days from the date of receipt of the item. Should service be required by reason of any defect or malfunction during the warranty period, Hotel Technologies will repair or, at its discretion, replace this product without charge. This decision is subject to verification of the defect or malfunction upon delivery of this product to the Factory Service Center listed below. Before returning this product for service, please first replace the batteries (if applicable) with fresh ones, as exhausted or defective batteries are the most common cause of problems encountered.

- If service is still required:
1. Fax a representative at 915.633.1388 with a Return Authorization request including proof of purchase date (i.e., invoice number and date from distributor or HTI) to receive a Return Authorization Number. Issuance of Return Authorization Number is subject to review prior to granting.
  2. Remove batteries (if applicable) and pack the unit in a well-padded, heavy corrugated box.
  3. Send the unit by method agreed to with your representative to the Factory Service Center listed below.

**Consumer Repair Department**  
Hotel Technologies Inc.  
1330 Goodyear Drive,  
El Paso TX 79936-0420

**NOTE: Improperly packed items or items received without an RA # cannot receive credit.**

**NOTE:** This warranty is valid only if the product is used for the purpose for which it was designed. It does not cover (i) products which have been damaged by negligence, misuse or accident, or which have been modified or repaired by unauthorized persons; (ii) cracked or broken cabinets, or units damaged by excessive heat; (iii) damage to tape cassettes (if applicable); (iv) the cost of shipping this product to the Factory Service Center and its return to the owner.

This warranty is valid only in the United States of America and does not extend to owners of the product subsequent to the original purchaser. Any applicable implied warranties are also limited to 30 days, and Hotel Technologies will not be liable for consequential damages. (Some states do not allow limitations on implied warranties or exclusion of consequential damages, so these restrictions may not apply to you.) This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.

If you did not purchase this product directly from Hotel Technologies, please contact the appropriate distributor for their warranty terms

HBN22v2QSG-110221-A

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Printed in China