Holding the Alerter in one hand, lift and release the battery door catch (in red circle, Fig. 2) using the pointed end of the tool. Pull the door away from the case in the direction shown.

Ensure that the battery door catches are clear of the case and remove the door (Fig. 3). Remove the battery by placing your forefinger onto the positive (+) end and lifting the battery upwards, at the same time pushing slightly backwards against the spring.

Battery replacement is the reverse sequence. Observing the correct polarity, place the battery against the negative (-) spring and compress slightly, at the same time pushing the battery into the compartment and engaging the positive end (+) against the positive contact in the pager.

To replace the battery door, firstly insert the door catches into the positions shown and then rotate the door downwards, closing the door loosely. Further compress the door at both ends simultaneously and push down until the door clicks shut, compressing the battery.

Before attempting clip replacement, ensure that the grip adjustment slider is set to the top of the clip and that the metal back-plate has been straightened. Re-insert the metal clip into the guides on the case and slowly slide the whole clip back, ensuring that it clicks into place.
**Wearing Your Alerter**

Your Alerter is supplied with a detachable clip, which is specifically designed to enable a tight grip-fit when used in-pocket or on a belt. The tightness of the clip may be adjusted by varying the clip slider on the underside of the clip assembly.

An elasticised detachable lanyard with a metal retaining clip is also supplied. This may be used in conjunction with the clip, or as a separate method of attachment.

**Operation**

As a safeguard, your Alerter is programmed to be always on. Upon insertion of batteries, the Alerter will emit a short beep, entering a self-test routine, which will activate the LED, message display and vibration. The Alerter will then display its designation and any optional switch-on message that has been programmed. At the end of this sequence, the display will go blank and the Alerter will enter its ready mode. The Alerter cannot be switched off accidentally nor can high-priority messages be cancelled. **The only way to stop the Alerter from vibrating during an alarm is to leave the building.**

**Messages**

If a message is longer than 14 characters, then it is broken into several segments of up to 14 characters in length. These segments are then scrolled through automatically, each being displayed for about a second, and pausing for 3 seconds on the last screen. This process is then repeated until the end of the alert, but if the alert is cancelled before this time, the message will be scrolled through again from the beginning and pause on the final screen.

Once an alert is cancelled, the MUTE button may be used to review the message and to speed up or slow down the viewing process. If MUTE is pressed and held, the message is kept at the current screen; releasing MUTE causes the next screen to be displayed. If MUTE is pressed and released during the final message screen, then the display will revert to the first part of the message and the whole message viewing process may be repeated.

**Changing The Battery & Battery Care**

Your Alerter can be used with any 1.5 Volt AA (LR6) sized battery. It should be noted that battery life expectancy may vary greatly depending on manufacturer. If the Alerter is not to be used for a long period, it is recommended that the battery be removed.

**Note:** Any stored messages will be retained by the Alerter for approximately 12 hours after the battery is removed.

**To change the battery, proceed as follows:**

Hold the Alerter in one hand, with the front facing downwards. Press lightly on the top of the clip to raise it and insert the curved end of the supplied tool or a thin blade (e.g. small screwdriver) under the edge of the metal part of the clip and gently lift enough to release it from its retaining slot (Fig. 1). At the same time slide the clip towards the bottom of the Alerter as shown and remove.