

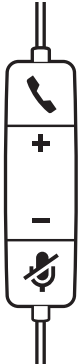
EncorePro 300 Series Corded Headset



User Guide

Contents

Overview	3
Setup	4
Load software	4
Fit	5
Adjust the headband	5
Position the boom	5
Adjust the boom	5
Basics	6
Make/take/end calls	6
Volume	6
Mute	6
Support	7

Overview



Icons	Inline control	LEDs	Function
	Call button	Triple flash green	Incoming call
		Slow flash green	Call on hold
		Solid green	On a call
+	Volume up button		Increases the listening volume
-	Volume down button		Decreases the listening volume
	Mute button	Solid red	Headset is muted

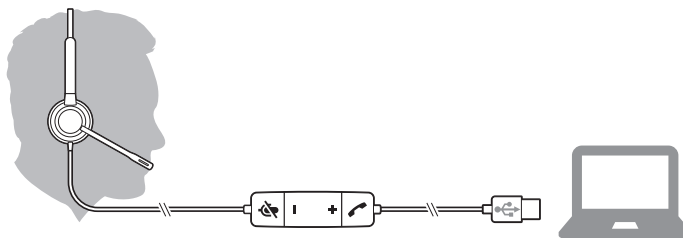
NOTE *Inline controls may vary for headsets connected to DA70/DA80 audio processors.*

Setup

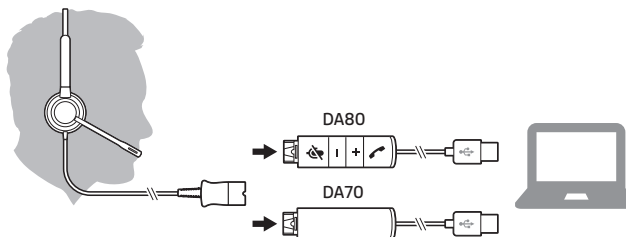
Power on your headset by connecting it to your computer.

Your headset connects in one of 2 ways:

- With USB connector



- With DA70/DA80 audio processor with Quick Disconnect (QD)



Load software

IMPORTANT Some softphones require the installation of Plantronics Hub for Windows/Mac to enable headset call control (answer/end and mute) functionality.

Download Plantronics Hub for Windows/Mac by visiting plantronics.com/software.

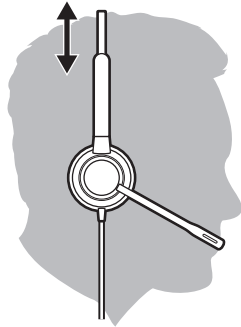
Manage your headset settings on your computer with Plantronics Hub:

- Call control for softphones
- Update firmware
- Turn features on/off
- View user guide

Fit

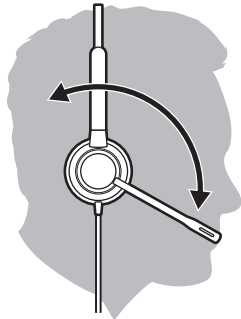
Adjust the headband

Lengthen or shorten the band until it fits comfortably. The cushions should sit comfortably over the center of your ears.



Position the boom

This headset can be worn on the left or right side. Rotate the boom to align with your mouth.



CAUTION To avoid breaking the boom, only rotate it up and over 180°.

Adjust the boom

Gently bend the boom in or out so it is approximately two finger widths from the corner of your mouth.

Basics



Make/take/end calls

Headset call control is a software feature and dependent on a compatible softphone. If you have not installed Plantronics Hub or do not have a compatible softphone, press the headset call button first and then make/take/end the call using the softphone application. Download Plantronics Hub for Windows or Mac at plantronics.com/software.

Answer or end a call

Tap the Call button or use your softphone.

Make a call

Dial using your softphone application.

Hold

Press and hold the call button for 2 seconds to put a call on hold.

Volume

Listening volume

Press the Volume up (+) or Volume down (-) button.

Adjust headset microphone volume (softphone)

Place a test softphone call and adjust softphone volume and PC sound volume accordingly.

Mute

During a call, press the mute button. When mute is on, the LED is solid red. Modify your mute settings in Plantronics Hub for Windows or Mac.

Support

NEED MORE HELP?

plantronics.com/support

Plantronics, Inc.

345 Encinal Street
Santa Cruz, CA 95060
United States

Plantronics B.V.

Scorpius 171
2132 LR Hoofddorp
Netherlands

© 2019 Plantronics, Inc. All rights reserved. Poly, the propeller design, and the Poly logo are trademarks of Plantronics, Inc. All other trademarks are the property of their respective owners.

216045-06 10.19