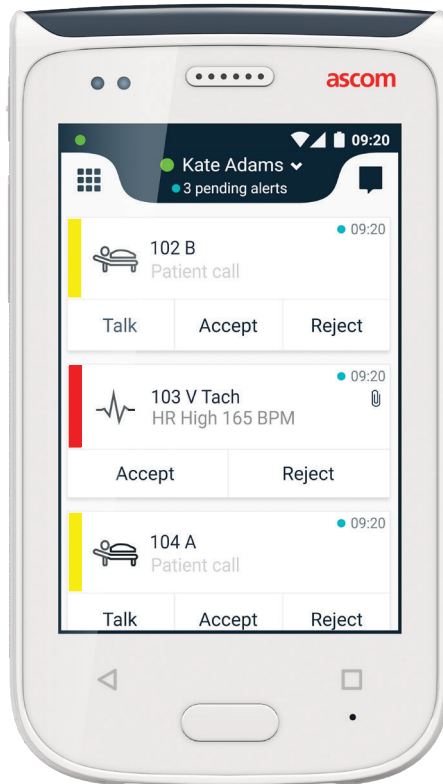
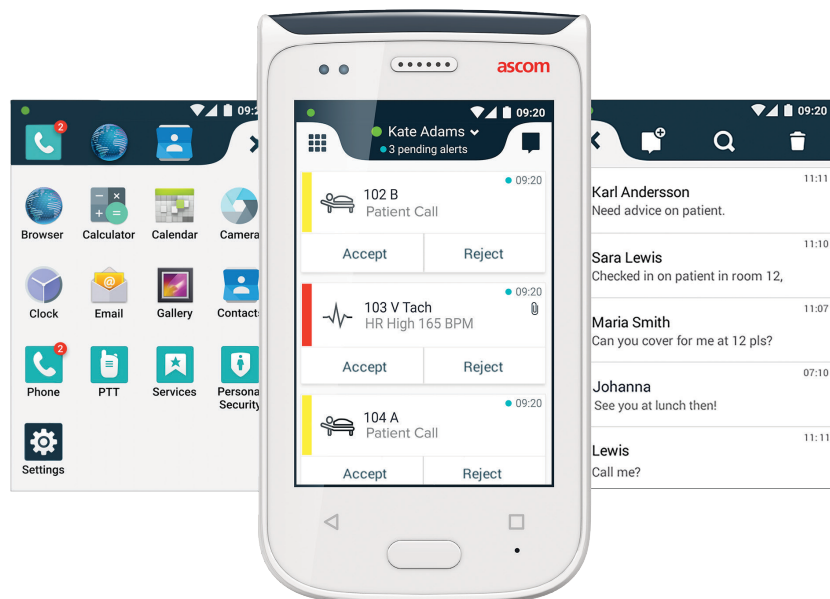


Quick Reference Guide



Ascom Myco™ 2

ascom



Introduction

This Quick Reference Guide (QRG) provides a brief overview of the most common features of the Ascom Myco 2 handset.

The images in the QRG are taken from a handset with an English user interface. Some functionalities described in this QRG may differ from your handset depending on system configuration. Therefore images of the screen can also differ from how the screen looks on your handset.

The information in this document is subject to change without notice.

For more detailed information on Ascom Myco 2, see the User Manual (English version only):

<https://www.ascom.com/MycoUserDoc>

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Handset

- | | |
|---------------------------------|-------------------------------------|
| 1. Power button (on / off) | 10. Microphone |
| 2. Volume button (up / down) | 11. Overview button |
| 3. Alarm / Multifunction button | 12. Exchangeable color pad for clip |
| 4. Top display | 13. Camera / Barcode reader |
| 5. Ascom IR Location | 14. Clip |
| 6. LED beacon | 15. Battery pack |
| 7. Front display | 16. Battery cover lock |
| 8. Back button | 17. Micro USB charging connector |
| 9. Home button | |



Buttons

The handset is equipped with six buttons: Power, Volume up / down, Alarm / Multifunction, Back, Home, and Overview.

3 Alarm / Multifunction button

- Depending on configuration this button can be used for different purposes. For example, you can send a personal alarm or make a phone call in loudspeaker mode.

1 Power button (on / off)

- Long press to turn the handset on / off.
- Press to wake up the screen from sleep mode.
- Press to lock and put the handset to sleep.

2 Volume Button (up / down)

- Press up to increase or press down to decrease the speaker and loudspeaker volume.
- Press and hold to put in a silent mode.

8 Back Button

- Press to navigate backwards, to the previous screen.

9 Home Button

- Press to wake the screen from the sleep mode.
- In unlocked mode, press to navigate to the Alert view from any screen.


11 Overview Button

- Press to see a list of all active apps.


Front Display

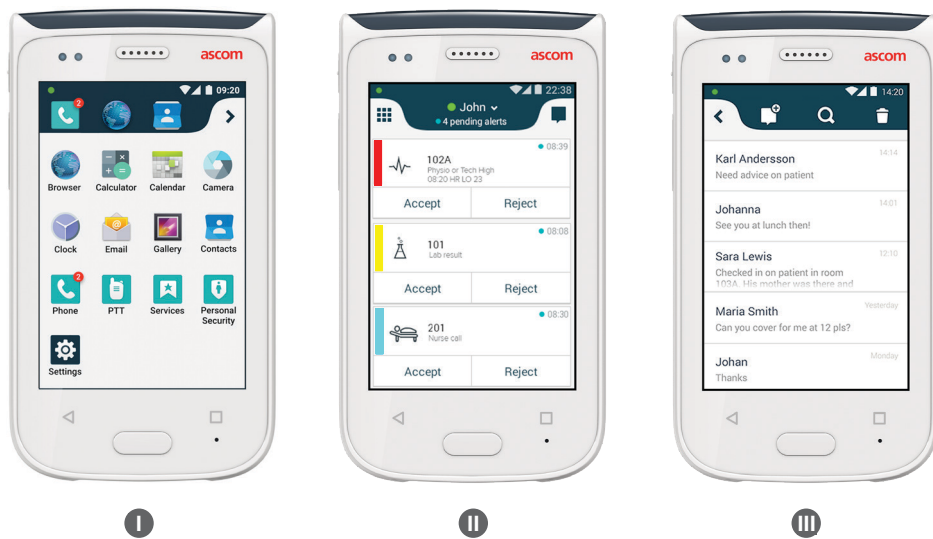
The front display is the main display of the handset, where you can use the installed apps, handle alerts, and communicate with your colleagues.

The interface is divided into three separate views:


The Alert view  is the main view of the handset. All alerts as well as their current status are displayed here.


The App view  shows all the apps installed on the handset.


In the Conversation view  you can read and send messages to your colleagues.



Navigate between Views

The Alert view  is the middle view of the handset.

To get to the App view , swipe to the right from the Alert view or tap the **Grid** icon at the top-left corner.

To get to the Conversation view , swipe to the left from the Alert view or tap the **Conversation** icon at the top-right corner of the screen.

To get back to the Alert view, swipe in the opposite direction of the current view or press the Home button.



Top Display

When you carry the handset in your pocket or it is clipped onto your clothes, use the top display to get a glance of incoming alerts, messages, and phone calls.

If you have several unhandled alerts, the top display gives a quick view of incoming alerts sorted by their priority. When all alerts have been displayed once, the oldest alert with the highest priority will be shown again.



Notification Drawer

The Notification drawer shows a list of all notifications, such as alerts, conversation messages, and warnings. Notifications are shown both in the notification drawer and on the lock screen.

To open the Notification drawer, swipe down from the top of the front display. You can open the Notification drawer from any screen.

To hide the Notification drawer, swipe upwards or tap outside the drawer, or press the Back **A** or Home **B** buttons.



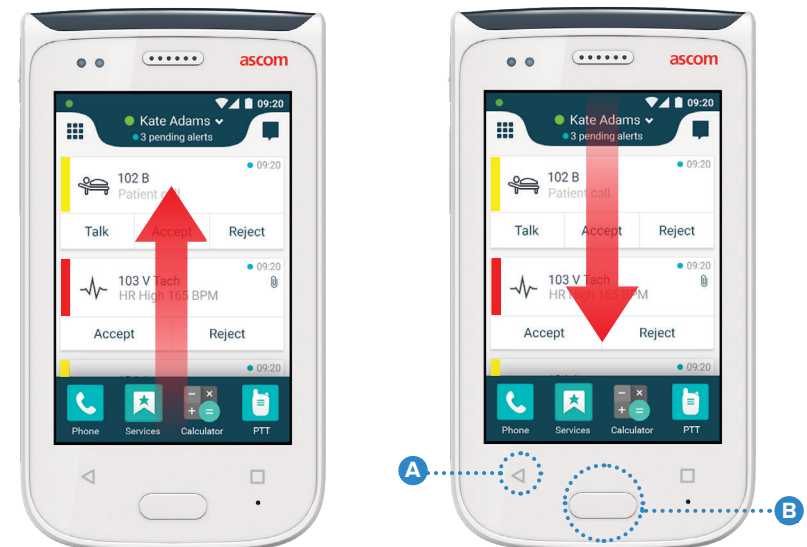
Shortcut Drawer

The Shortcut drawer can be configured to contain up to four shortcuts and give a quick access to apps and features.

To open the Shortcut drawer, swipe up from the bottom of the front display. You can open the Shortcut drawer from any screen.

To hide the Shortcut drawer, swipe downwards or tap outside the drawer, or press the Back **A** or Home **B** buttons.

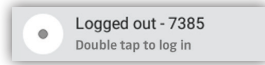
.....
 The shortcuts in the Shortcut drawer depend on the system configuration.
 NOTE: If you can not find the Shortcut drawer or want to change the shortcuts,
 contact your system administrator.



Log into the Handset

Depending on the system configuration login may be required to access features such as messaging and alert handling.

- 1 On a lock screen, swipe up from the bottom of the screen or double tap the **Log in** notification. Type PIN or password, if needed.



NOTE: In unlocked mode, press the Home button **A** to get to the Alert view.

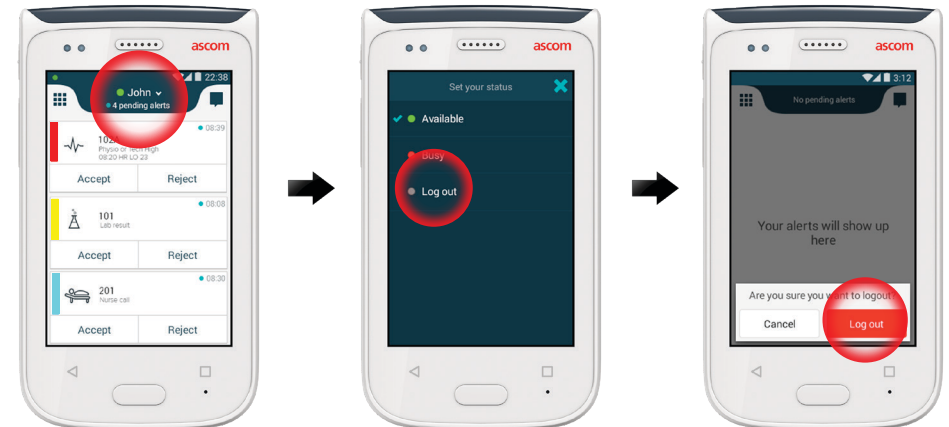
- 2 In the opened Alert view, tap **Log in**.
- 3 Type the user name and password in the corresponding boxes, and tap **Log in**.



Log out from the Handset

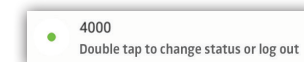
Log out from the Alert View:

- 1 Tap the user name at the top bar.
- 2 In the Set your status menu, tap **Log out**.
- 3 Tap **Log out** to confirm.



Log out from the Notification Drawer:

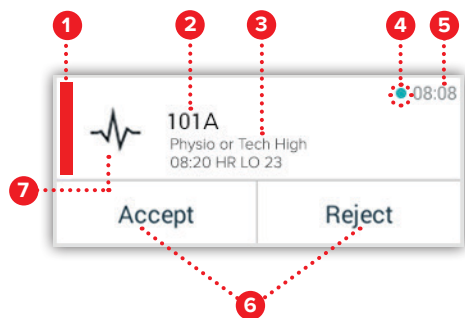
- 1 Swipe down from the top of the screen to open the Notification drawer.
- 2 Double tap the **Change status or log out**.
- 3 Tap **Log out** to confirm.



Alert Overview

Alerts can be of different priorities, categories, and types. The color bar shows the priority or the category of the alert, while the alert icon shows the alert type.

1. Category / Priority color
2. Subject, e.g. location
3. Event information
4. Unhandled alert
5. Timestamp
6. Options
7. Alert icon



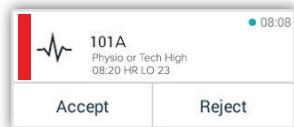
Alert Colors

Colors can be used to show categories or priorities of alerts. The color of the alert is shown by the color bar to the left of each alert. For incoming alerts, the color is also shown on the color-coded LED beacon at the top of the handset.

NOTE: The use of colors depends on configuration and can differ between system setups.

Category/Priority color Red ■

Priority High



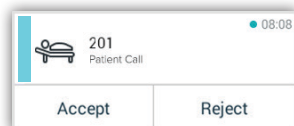
Category/Priority color Yellow ■

Priority Medium



Category/Priority color Cyan ■

Priority Low



Alert Icons

Alert icons are used to show the alert type.

NOTE: The icons depend on configuration and can differ between system setups.

	Anesthesia delivery unit		Heart-lung machine
	Assistance call		Incubator
	Blood filter		Infusion pump
	Blood-gas analyzer		Lab result
	Category A		Lavatory call
	Category B		Medical call
	Category C		Monitoring
	Category D		Patient call
	Category E		Service call
	Code A		Task
	Code B		Technical alert
	Emergency call		Ventilation
	Failure		X-ray result
	Fire		Generic default

Incoming Alerts

On a locked handset **I**, an incoming alert is shown both on the top display and on the front display as a color coded alert notification. The alert is announced by flashes from the LED beacon **A**, by sound and vibration from the handset.

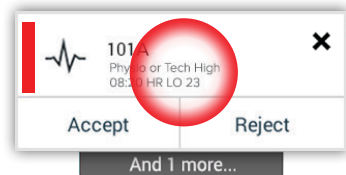
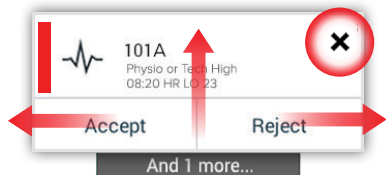
In the Alert view **II**, the incoming alerts are sorted by time, with the most recent alert on top.



In unlocked mode, alert notifications appear at the top of the screen. If several alerts arrive within a short time, the most recent alert will be shown on top of the others.

Swipe up or to either side of the notification, or tap the **X** icon to hide it.

Tap the notification to open it.



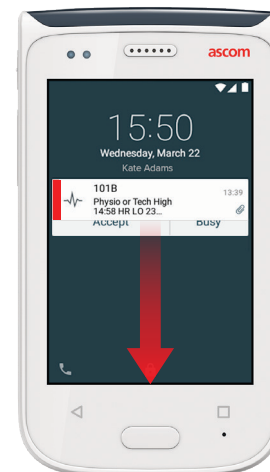
Respond to Alerts

There are three ways to respond to alerts on the lock screen:

Swipe down the alert notification to open option buttons.

Double tap the alert notification.

Unlock the handset and go to the Alert view.



Crisis Alerts

Crisis alerts have the highest priority and signal immediate danger or emergency.

"Code Blue" is an example of a crisis alert that is announced by:

- Loud siren sound
- Flashing blue and red light on the LED beacon
- Code B icon
- Red frame around the alert
- Vibration

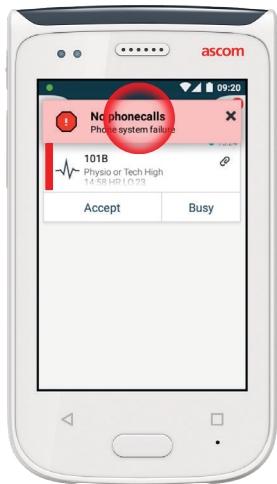


Warnings

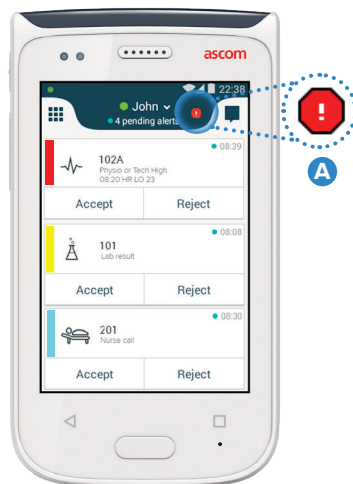
Warning messages appear on the front display as colored notifications. Warnings are also shown when the screen is locked.

NOTE: The warning message remains on the handset until the problem is solved.

To view the whole warning message on an unlocked screen, tap the warning notification.

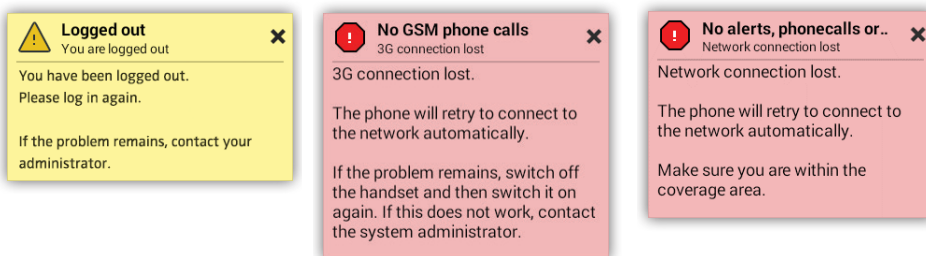


To reopen the notification, tap the **Warning** icon **A** in the Alert view.



Warning Messages Examples

Below are the examples of warning messages that may appear on the handset and normally require system administrator assistance in order to be solved.



Low Battery Warning

If the battery level is 15 % or less, charge the battery as soon as possible.

A battery level of 15 % or less is indicated by:

- Handset beeps once
- LED beacon flashes orange
- Low battery icon
- “Battery is low” notification
- Handset vibrates once



If the battery level is 5 % or less, charge the battery immediately to avoid the handset to be switched off.

A battery level of 5 % or less is indicated by:

- Handset beeps once every two minutes
- LED beacon flashes red
- Empty battery icon
- “Battery is low” notification
- Handset vibrates once every two minutes



Calling

- 1 On the lock screen, swipe the **Phone** icon **A** to the right at the bottom-left corner.

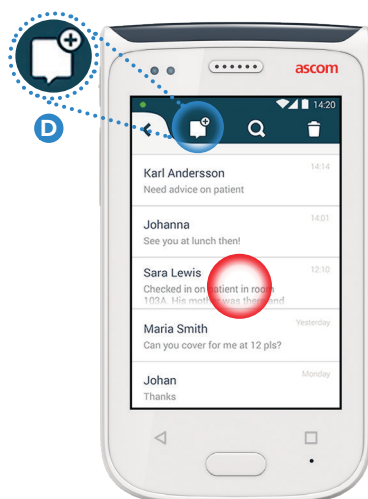
NOTE: In unlocked mode, tap the **Phone app** icon  in the App view.

- 2 Choose between manually dialing the phone number, choosing the contact from the Recent call list **B**, or using the Phonebook lookup **C**.



Messaging

In the Conversation view, tap the **New message** icon **D** to write a new message, or tap the message to read and reply to it.



Charge the Battery

The handset has a rechargeable battery. To charge it, use the Battery Charging Rack.

Battery Charging Rack

- 1 Slide the battery cover lock **A** to the right to release the battery cover.
- 2 Remove the battery pack from the handset.
- 3 Place the battery pack in the charging slot. Slide the battery lock to the left. If the battery has been correctly inserted, the LED indicator turns red to show that the battery is charging **B**.
- 4 The battery is fully charged when the LED indicator turns green.

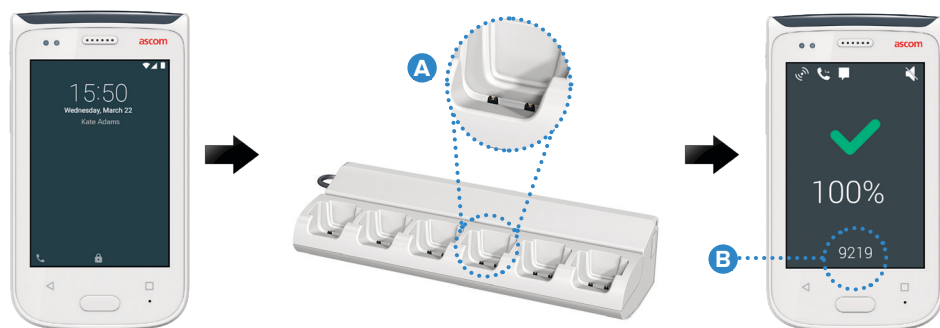


Charge the Handset

There are two ways to charge the handset, either with a Handset Charging Rack or a Micro USB cable.

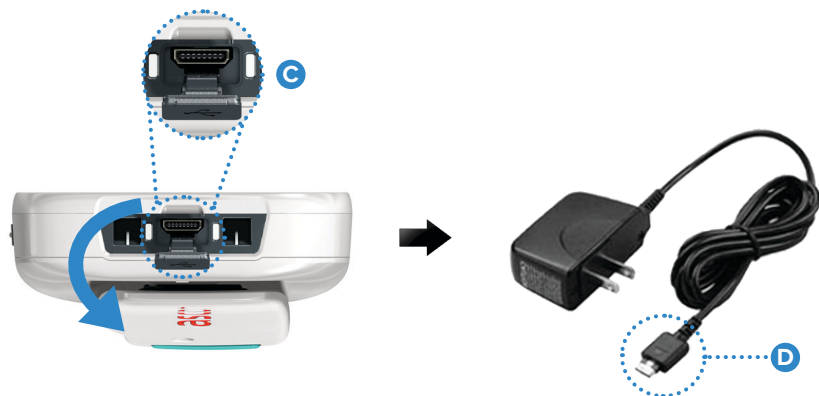
Handset Charging Rack

- 1 Place the handset in a charging slot **A** . If the handset is correctly inserted, the charging screen appears showing the battery charge level and the owner ID / name **B** .
- 2 The battery is fully charged when the LED beacon turns green.



Micro USB Cable

- 1 Open the charging connector cover **C** at the bottom of the handset.
- 2 Attach the Micro USB cable **D** to the charging connector on the handset.
- 3 Connect USB Power supply to a power outlet.
- 4 The battery is fully charged when the LED beacon turns green.



Ascom (Sweden) AB

Grimbodalen 2

40276 Gothenburg

Sweden

Phone: +46 31 55 93 00

ascom.com