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Calisto® Pro for Mac®
User Guide Addendum

Welcome

This addendum to the Calisto Pro user guide contains instructions for setting up and using the Calisto system with your Macintosh® computer. For general operation instructions for your Calisto Pro product, please reference the comprehensive User Guide found on the Calisto Pro Series software CD or online at www.plantronics.com/calistopro

Getting Assistance

For additional assistance, call 1-888-237-2557 to speak to a Calisto support specialist. Outside the USA or Canada, please call 831-458-7700.

Registering Your Product

If you have not done so already, please visit www.plantronics.com/productregistration to register your product online so we can provide you with the best service and technical support.

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Using Calisto Pro with a Macintosh

The Calisto Pro Series has a USB port and Macintosh software that lets you manage and transfer contacts from your computer's Apple Address Book into the phonebook on your handset. This software also provides the link between your Calisto phone and your Skype softphone application, providing the ability to remotely detect and answer/end a Skype call using the Calisto headset or handset.

To use Calisto Pro with a Macintosh, you must first download the software and install it on your computer.

System requirements

- Operating systems: Mac OS® up to 10.4–10.5.6 only
- System requirement on PowerPC: 1 Ghz PowerPC G4 or better, 512 MB RAM
- System requirement on Intel-based Mac: 1.8 GHZ Intel Core Solo or better, 512 MB RAM

Installing the software

The software installation process requires restarting the computer to complete the installation.
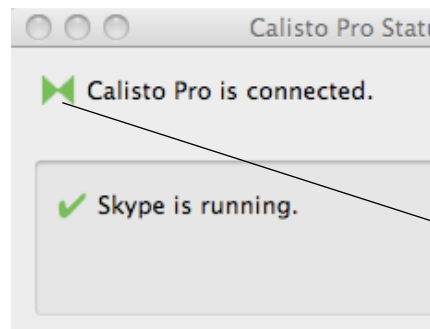
1. **Log into OS X with a user account that has administrator access privileges.**

2. **Go to:** www.plantronics.com/downloads **and download Calisto Pro for Mac.**

3. **Navigate to the folder where you downloaded the software.**

4. **Double-click the Calisto Pro for Mac ZIP file to unarchive it.**

5. **Double-click the Calisto Pro for Mac installer package to install it.**

6. **Follow the onscreen instructions to install the software.**

7. **After the system restarts, connect your computer to the bottom of the Calisto charging base using the USB cable.** The smaller end of the cable goes into the base; the larger end goes into a USB port on your computer.

NOTE If you have several USB ports on your computer, we recommend you always use the same one to connect to Calisto Pro

8. **Go to Applications and double-click Calisto Pro.**

This same icon displays the current connection status in the Phonebook editor.

NOTE When Calisto Pro is connected, the status icon is green, otherwise it is red. When Skype is not running, you will see a red X icon along with the status message.

TIP If the status indicates that Calisto Pro Is no longer connected, unplug the USB connector and reinsert it in the same USB slot.

To use Calisto Pro with Skype, you need to have Skype installed and running. See "Answering Calls from Skype™" on page 6 of this guide.
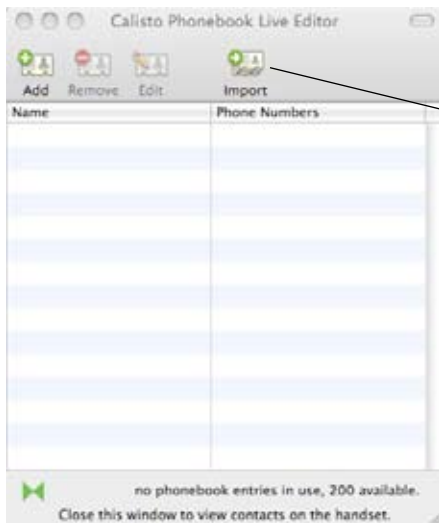
First time setup

Upon launching Skype the first time after installing Calisto Pro, a screen appears that reads "Another program wants to use Skype." Select the option "Allow this program to use Skype."

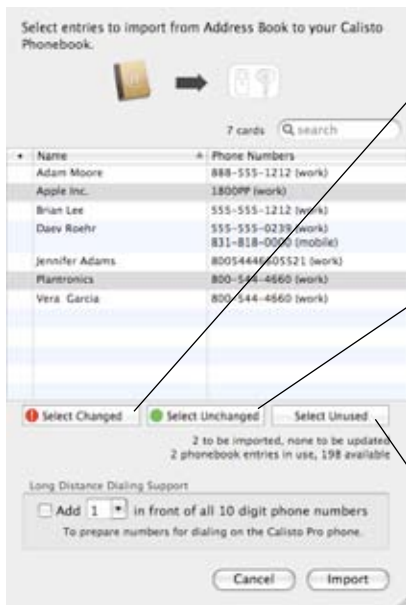## Transferring Apple Address Book Contacts into Phonebook

The Calisto Phonebook Live Editor screen shows the contacts currently in the Calisto phonebook.

1. From the Calisto Pro Phonebook menu, choose Open Phonebook Live Editor.

Click here.

2. Click Import

Changed contacts are contacts that have been recently modified in Apple Address Book and do not exactly match those previously transferred

Unchanged contacts are contacts that are already in the Calisto phonebook and have not been recently modified

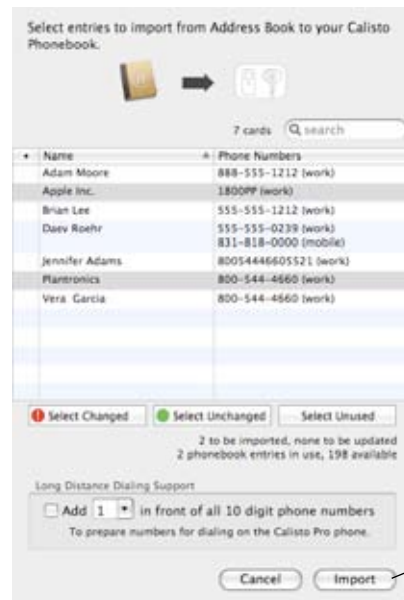Unused contacts are contacts that have not yet been transferred to Calisto.

The" Select entries to import screen" displays all contacts currently listed in your Apple Address Book.

TIP To quickly find a contact in a long list, use the Search window and enter information you know about the contact such as their name or email address.

3. To select contacts for transfer, do one of the following:

- To select one or more contacts for transfer, click a contact to select it or hold Command and click to select more than one contact.
- To select all modified contacts for transfer, click Select Changed.
- To select contacts that are not transferred to the Calisto Phonebook, click Select Unused.

4. If you need to enter a 1 or 01 in front of all 10 digit phone numbers, click the "Add 1 in front of all 10 digit numbers" checkbox. You can change the prefix to 01 using the drop down list.

5. Click Import. The Calisto Phonebook Live Editor screen now shows the list of contacts currently in your Calisto phonebook, including the contacts you just transferred

Click here.

Updating Apple Address Book contacts

After you make changes to your Apple Address Book, you will need to import contacts again to transfer the updated information to your Calisto Pro.

1. **To add new or changed contacts from your Apple Address Book to Calisto Pro, from the Calisto Pro Phonebook menu, choose Import.**

2. **You will then need to select and import contacts into your Calisto Pro phone.**

To undo an Import command, from the Calisto Pro Edit menu, click Undo Import.

TIP To use import contacts from Entourage®, first export your contacts into Apple Address Book then you can transfer them to your Calisto Pro. See the Entourage Help for information on exporting contacts: http://www.entourage.mvps.org/
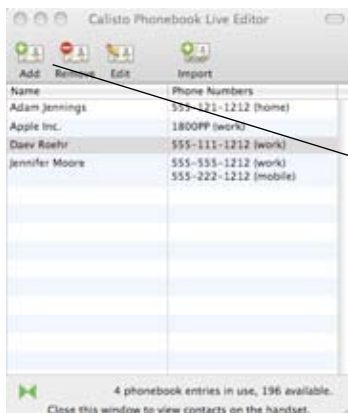
Phonebook storage

Your Calisto phonebook can store 200 names, with 3 phone numbers for each contact. At the bottom of the Calisto Phonebook Live Editor screen you can see how many entries are used and how many are free. If the contacts you are trying to transfer cause your phonebook to exceed 200 names, a message appears prompting you to delete some contacts. Do either of the following:

- Delete some contacts on the Calisto Phonebook Live Editor screen (see "Deleting a contact" on page 6 of this guide).
- Choose fewer contacts to transfer.

TIP If you make a mistake transferring contacts to your phonebook, you can return to an earlier version of the phonebook (see "Restoring your phonebook" on page 7 of this guide).

Creating a new contact

1. **On the Calisto Phonebook Live Editor screen, click Add.**

Click here.

2. **Enter the information for the phonebook entry, and click Add.**

Editing a contact

1. **On the Calisto Phonebook Live Editor screen, click the contact you want to edit, and click Edit.**

2. **Enter the updated information, and press Enter or click OK.**

NOTE This information will not be synchronized back to the Apple Address book; you may want to edit the contact in Apple Address Book and re-import it. See "Updating Apple Address Book contacts" on page 6 of this guide.

Deleting a contact

1. **On the Calisto Phonebook Live Editor screen, highlight the row containing the contact you want to delete. You can highlight several rows at a time.**

2. **Click Remove, or on your computer keyboard, press Delete.**

Restoring your phonebook

From the Calisto Pro Phonebook menu, click Revert. Click Revert again to confirm that you want to overwrite the current contacts and replace the current Calisto Phonebook with the backup copy created when you started making changes during this editing session.

NOTE You will not be able to revert once you quit the Phonebook Editor.

Answering Calls from Skype

The Calisto Pro software provides the ability to remotely detect and answer/end a Skype call using the Calisto headset or handset.

To use this feature, you must first install the Calisto Pro software and have Skype installed and running.

Recommended Skype settings

From the Skype menu choose Preferences. Click the Audio icon and choose Calisto Pro as the source for audio input, audio output, and ringing.

Placing a call

You must dial a Skype call from the computer, but you can transfer the call to the handset or headset at any time.

Receiving a call

To answer a Skype call, answer the call as you normally would by using the handset, speakerphone, or headset. Your handset displays Internet Incoming Call.

Ending a call

End a Skype by pressing the "End" button on the handset or by pressing the headset button for 1 second.

TIP When you are on a Skype call, you can talk as you normally would from the handset, or transfer the call between the handset, speakerphone, and headset (see "Switching calls between handset, headset, and speakerphone" on page 10 of the Calisto Pro User Guide).
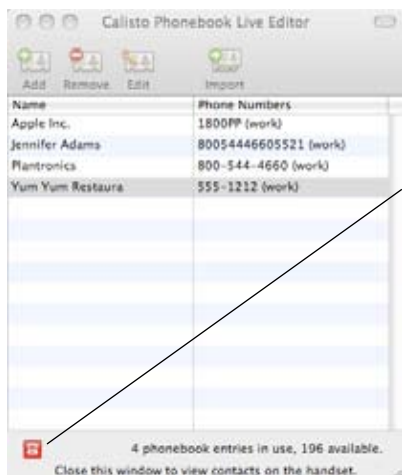
Using Calisto Pro with iChat or other applications

You can use Calisto Pro with other applications but you will need to modify audio settings for the Calisto Pro or for your system. Because Calisto Pro was designed to be used with Skype, you will not see the same level of functionality when using other programs.

To use Calisto Pro with iChat, you need to lock the Calisto Pro audio on and turn it off when finished using iChat.

NOTE Locking the audio on causes the headset to consume the battery faster than when in standby mode. When you are finished using iChat be sure to uncheck this option.

To lock the phone audio on, from the Calisto Pro menu, click Advanced Audio On. The Calisto Phonebook Live Editor screen displays a reminder icon.

Audio locked on.

Setting Preferences for the Calisto Phonebook Live Editor

From the Calisto Pro menu, click Preferences.

1. Select any of the following options:

- Start Calisto Pro at Login: Select this option to automatically start Calisto Pro when you login to your computer.
- Give reminders when locked on: Calisto Pro can give you reminders when the audio is locked on. If the audio is locked on the headset consumes the battery faster than when in standby mode.

2. Click OK.

TIP Use the reminders feature if you use the Calisto Pro with iChat to avoid unnecessarily draining the battery.

NOTE For the latest software troubleshooting tips, see www.plantronics.com/downloads.

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