Microphone Assembly Replacement Kit for 293 & 294 Series Phones

Model 12521-002

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General Information

The Model 12521-002 Microphone Assembly Replacement Kit is used in all 293 and 294 Series Phones. This kit includes the following components:

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<th>Qty</th>
<th>Description</th>
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<tr>
<td>1</td>
<td>Microphone Assembly</td>
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<tr>
<td>1</td>
<td>Tie Wrap</td>
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Installation

Removing the Old Microphone Assembly

1. Use a Model 233-001 Tamper-Resistant Screwdriver to loosen and remove the four front panel tamper-resistant screws. Note that field wiring will restrict complete removal of the front panel. Record all field wiring terminations to unit and disconnect field wiring to allow front panel to be placed on a working surface.

2. Carefully cut the tie wrap that secures the speaker, hookswitch, and microphone wires to the tie anchor.

3. Unplug the microphone connector from J4 on the printed circuit board.

4. Remove the two mounting screws from the microphone assembly. See Figure 1.
Installing the New Microphone Assembly

Refer to Figure 1.

1. Remove the two Keps nuts holding the new microphone assembly together. These nuts are for shipping purposes only and are not used in the phone. Keep the two Phillips head screws. These will be used to mount the new microphone assembly to the phone.

2. Position the microphone in the front panel as shown in Figure 1 and use the screws from step one to mount the microphone in place. Make sure the wires from the microphone are not pinched by the pressure plate as you tighten the screws.

3. Route the microphone wires under the PCBA and plug the microphone connector into J4.

4. Using the supplied tie wrap re-anchor the speaker, hookswitch, and microphone wires to the tie anchor.

5. Reconnect all field wiring as noted in step 1 of the “Removing Old Microphone Assembly” section.

6. Place the front onto back box, tighten the tamper-resistant screws, and make a test call from the unit.

NOTE: Installation of a new microphone may require the volume level to be readjusted. In this case, see the unit’s original installation manual for adjustment instructions.
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If the equipment requires service, contact your Regional Service Center for a return authorization number (RA#). Equipment should be shipped prepaid to GAI-Tronics with a return authorization number and a purchase order number. If the equipment is under warranty, repairs or a replacement will be made in accordance with the warranty policy set forth above. Please include a written explanation of all defects to assist our technicians in their troubleshooting efforts.

Call 800-492-1212 (inside the USA) or 610-777-1374 (outside the USA) for help identifying the Regional Service Center closest to you.