

Cleaning Your Mitel IP phone touchscreen

Repeated use of the Mitel MiVoice IP phone may lead to a dirty screen. To clean the phone's screen, Mitel recommends the use of a super fine cotton cloth, cotton swab, or microfiber lens cloth made of microfiber suede (preferably one without sewn hems or similar characteristics that would scratch the surface of the screen). You can use the cloth dry for dusting, polishing and light cleaning, or dampen it (with water only) to deep clean the surface. If using a damp cloth, make sure to use just a little water on the cloth. Too much moisture can cause damage to your phone that could be permanent. If the cloth is dripping or the surface shows water spots after wiping, then you are using too much water on the cloth.

Some rules to follow when cleaning your screen include

- Do not use any sharp objects including your fingernail.
- Do not rub, touch or tap the surface of the screen with sharp or abrasive items such as a ballpoint pen or a screwdriver.
- Do not use any type of cleansers including abrasive cleansers. • Do not use any type of glass cleaner or any cleaner that contains alcohol or ammonia.
- Do not spray any type of cleaner directly on the phone's screen.
- Do not allow any liquid to run down the surface of the touchscreen and under the bezel.
- If using a damp cloth, disconnect power to the phone before wiping the screen.

To clean your Mitel MiVoice 6940 IP phone's touchscreen:

1. Disconnect power to your phone.
2. Retrieve a soft cloth, such as a microfiber cloth.
3. If necessary, dampen the cloth. For regular cleanings, a dry cloth is usually sufficient. For stubborn build-up or for periodic deep cleanings, wet the cloth under a faucet and then wring out until it is just damp.
4. Wipe the screen gently with the cloth making sure to avoid getting any moisture in the sides of the screen. You can also wipe down the entire phone to remove dirt and grime.
5. Allow your phone to completely dry after you are done cleaning. This should only take a few minutes.
6. Reconnect power to your phone.

Note: Keeping your touchscreen clean and free of dirt and fingerprints on a regular basis extends the life of your phone's touchscreen.