

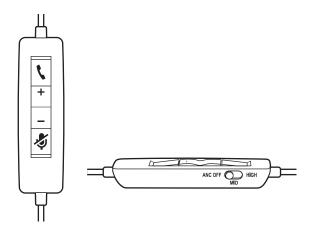
# Blackwire 8225

User Guide

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# Overview



# Standard LEDs and functions

| Icons | Inline control         | LEDs                | What they mean                 |
|-------|------------------------|---------------------|--------------------------------|
|       | Call button            | Flashing green      | Incoming call                  |
|       |                        | Solid green         | On a call                      |
|       |                        | Slow flashing green | Call on hold                   |
| +     | Volume up button       |                     | Increases the listening volume |
|       | Volume down button     |                     | Decreases the listening volume |
| \$    | Mute button            | Solid red           | Headset muted                  |
| ANC   | Active Noise Canceling |                     |                                |

## Microsoft Teams LEDs and functions\*

| Icons | Inline control         | LEDs               | What they mean                               |
|-------|------------------------|--------------------|--|
| 4     | Call button            | Solid purple       | Headset connected; Microsoft Teams connected |
|       |                        | Flashing purple x3 | Microsoft Teams failed to connect            |
|       |                        | Flashing blue      | Incoming call                                |
|       |                        | Solid blue         | On a call                                    |
|       |                        | Slow flashing blue | Call on hold                                 |
|       |                        | Pulsing purple     | Microsoft Teams notification                 |
| +     | Volume up button       |                    | Increases the listening volume               |
|       | Volume down button     |                    | Decreases the listening volume               |
| \$    | Mute button            | Solid red          | Headset muted                                |
| ANC   | Active Noise Canceling |                    |  |

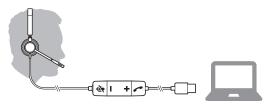
**NOTE** \* Requires Microsoft Teams variant and application

# Setup and software

# Power and setup

Power on your headset by connecting to your computer or mobile device.

· USB-A/USB-C connector



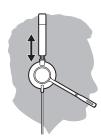
## Load software

Download Poly Hub for Windows and Mac by visiting poly.com/software. This allows you to customize your device behavior through advanced settings and options.

# Fit

# Adjust the headband

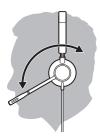
Lengthen or shorten the band until it fits comfortably. The cushions should sit comfortably over the center of your ears.



## 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 Poly Hub (poly.com/software) or do not have a compatible softphone, press the headset call button first and then make/take/end the call using the softphone application.

#### Answer or end a call

Tap the Call \ button or use your softphone.

#### Make a call

Dial using your softphone application.

#### Redia

When not on an active call, double-tap the call button to redial the last call.

#### Hold

To put a call on hold, press and hold the Call button until you hear a beep or voice prompt.

#### 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, briefly press the mute button to mute the microphone on the inline controller. To unmute press the button again.

#### **ANC**

Active Noise Cancelling (ANC) reduces external noise and enhances your music and sound quality.

Slide the ANC switch to choose:

- Mid: recommended for office
- · High: recommended for loud environments



#### Online indicator

Your headset LEDs flash red to inform others that you are on a call. Manage settings in Poly Hub.

# Troubleshooting

# Troubleshoot

| l cannot hear caller.   | • Listening volume is too low. Press the volume up button on the headset. and/or ensure that the volume setting on your computer is set accurately.   |  |  |
|---|---|--|--|
|   | <ul> <li>Your headset is not set as the default audio device. Use the audio<br/>settings in your sound control panel/preferences to select your<br/>headset as the default audio device.</li> </ul> |  |  |
| Callers cannot hear me.   | Headset is muted. Tap the mute button to unmute the microphone.   |  |  |
|   | Headset microphone boom aligned incorrectly. Align the headset boom with your mouth.  |  |  |
|   | <ul> <li>Your headset is not set as the default Voice device. Use the audio<br/>settings in your sound control panel/preferences to change the<br/>input device.</li> </ul>                         |  |  |
| The sound in the headset is distorted.  | Lower the listen volume on your softphone until the distortion disappears.  |  |  |
| I can hear an echo in the headset.  | Adjust volume on headset.   |  |  |
| When I use my headset with a softphone, the headset call control                    | Make sure the softphone you are using is supported by viewing www.plantronics.com/softphonecompatibility.   |  |  |
| and mute buttons don't work.  | <ul> <li>If required to enable headset control (answer/end and mute)<br/>functionality, ensure you have Plantronics Hub for Windows/Mac<br/>installed. See Load software.</li> </ul>                |  |  |
|   | Your mobile device may not support call control functionality. Check with device manufacturer.  |  |  |
| The other headset I was using to<br>listen to music does not work any<br>more.      | Your headset will set itself as the default audio device in Windows.  Use the audio settings in your sound control panel/preferences to change the audio device.                                    |  |  |
| My phone is not finding my headset<br>during a call or while listening to<br>music. | <ul> <li>When on a call or listening to music, make sure that audio is<br/>routing to the desired headset by going to your settings and<br/>ensuring it is defaulted.</li> </ul>                    |  |  |

# Support

# **NEED MORE HELP?**



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