

INSTRUCTION SHEET FOR PHONE CLEANER KIT...

Follow these instructions to get Phones and Computers Clean... **FASTER than you ever thought possible!**

See Buffing Info on Page 80!

1. General Telephone Cleaner (Yellow)

See Page 34!

YOU MAKE MORE MONEY ON CLEAN PHONES!

The easiest way to use this is to use a spray bottle, available at a drug or hardware store (a trigger sprayer is a lot easier on the finger). Spray the equipment lightly, making sure you don't spray where the liquid will drip into the hookswitch, speaker or other openings. I normally either remove all of the paper desis, or cover them up while I'm spraying. You need to be very careful, and take a lot more time if you don't remove the paper desis, because the phone is going to look bad if they get wet and you don't replace them.

Let the cleaner work on the dirt for about 30 seconds, then use the **Magic Brush** to clean the phone. Our **Magic Brush** works great... we have a cardboard box full of other kinds of brushes we bought before finding this one. The cleaner will loosen the dirt, and the brush will scrub it off, including across the dial and in all of the crevices, holes and grills. Be sure to remove or loosen the caps on a G type handset, so the Magic Brush can clean in that area. Then wipe the equipment with a soft cloth or paper towel, just **wiping the dirt off** instead of scrubbing it off.

The best supermarket paper towel is **Job Squad**. Go out and buy some **Job Squad** (not available in all parts of the country), it's rated #1 by Consumer Reports. It lasts longer and does a better job than regular paper towels. Make sure you use a soft towel that won't scratch the plastic (very noticeable on black or dark colors). Keep in mind that all of our cleaners are specially formulated to clean the phone without breaking down the glaze on the phone, like many other cleaners will do. If you just clean the set with our cleaner, you shouldn't have to polish it - it should shine like new if the plastic has never been damaged before!

To clean computer or calculator keyboards, you can spray them, then use the Brush. The foam type Q-Tips (for cosmetics) also work well. You can also use a towel moistened with the General Telephone Cleaner, being careful to keep the liquid from dripping into the keyboard. If you get the keyboard wet, don't plug it in for a day!

2. Foaming Cleaner:

This cleaner works great on shiny black or dark colored plastics, since it also has a light wax for polishing. You spray it into a slightly damp towel, then wipe the phone with it. Let it dry after you've wiped off the dirt, then buff out the haze that is left. Make sure you get all of the haze off.

3. Telephone Polish:

This stuff is like magic. This polish works great on black, both shiny and wrinkled. It is the best thing I've seen for black Ultracom faceplates. The **Magic Brush** works great with the Polish. Our spray can trigger adapter called **Can Gun** makes it easier on the finger if you're doing lots of phones.

4. Tape & Label Remover (Orange):

Customers Like Clean Phones!

Soak the label with this liquid, and let it sit for a few seconds. Tear off the top layer, or the whole thing if you can. It may take a couple of applications, and the **Magic Brush** works great for removing labels that won't come off clean. Fingernails also come in handy, as well as the scraper end of our **Magic Brush!**

5. Super 7000 Ink Remover (Pink):

This high detergent cleaner also works great in general cleaning applications. Some people use this in place of the liquid General Telephone Cleaner. Use the **Magic Brush** on stubborn ink stains, soaking them well for a minute first. The **Magic Brush** works great where people have drawn lines along crevices, since it can get into those places easily. Customers have reported that it also does a great job of removing the little scratches left near the hookswitch, by hanging up the handset!

6. Cord Cleaner (Blue):

If you have a modular replacement cord of the proper color, it's usually cheaper and easier than cleaning the cord. If the cord is not modular, or is an oddball color that you can't match easily, this cleaner works great. I usually put a lot on a towel, then wipe it down the cord to get it wet. After 30 seconds, I go back and wipe it down again once or twice. This usually works great on either straight or coiled cords. I have gotten quite good, and fast, at putting the coils back in the right place on coiled cords after cleaning them. Dick Lavender from The Phone Shoppe in Michigan suggests putting a wooden dowel rod down the middle of the cord, then wiping the cord.

Another alternative is to put the cord cleaner in a large Tupperware type container or a pail, and let the cords soak overnight and wipe them clean. Be sure to cover the container to prevent evaporation. You have to let the modular ends dry out before using the cords! Ink is hard to get off of cords, since it tends to soak into the plastic on the cord.

7. Magic Glass & Utility Cleaner:

This is one of the most amazing cleaners I've ever seen. It probably cleans a little faster than our General Telephone Cleaner or Super 7000, but since it's an aerosol can it's more expensive to use. It does an amazing job on anything around the office, including KSUs and computers. The first time I tried it, I just wiped the black stuff that had been accumulating around my monitor screen off in one wipe. Even our powerful Super 7000 had a hard time with that black stuff. It also works great on glass... it really doesn't leave streaks!

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Document 501 & 502

RFI Troubleshooting Flow Chart on Page 42!

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