

# poly voyager 4320 uc manual

## Poly Voyager 4320 UC Manual

The Poly Voyager 4320 UC is a versatile and high-performance wireless headset designed for professionals who require excellent audio quality and comfort during long hours of use. This manual serves as a comprehensive guide to understanding the features, setup, usage, and troubleshooting of the Poly Voyager 4320 UC. Whether you are new to this device or looking to explore its advanced functionalities, this article will provide you with all the information you need.

## Overview of Poly Voyager 4320 UC

The Poly Voyager 4320 UC headset is specifically engineered for Unified Communications (UC) environments. It supports various platforms and integrates seamlessly with applications such as Microsoft Teams, Zoom, and others. The device features advanced audio technology to deliver crystal-clear voice quality and noise-canceling capabilities, making it ideal for both office and remote work settings.

## Key Features

- Dual Connectivity: Connects to computers, smartphones, and tablets via Bluetooth or USB dongle.
- Noise-Canceling Microphone: Reduces background noise for clear communication.
- Comfortable Design: Lightweight and adjustable, designed for all-day comfort.
- Long Battery Life: Up to 24 hours of talk time on a single charge.
- Smart Sensors: Automatically answers calls when you put on the headset and pauses music when you take it off.
- Multi-Device Connectivity: Pair with two devices simultaneously for seamless transitions.

## Unboxing the Poly Voyager 4320 UC

When you first receive your Poly Voyager 4320 UC, the package should include the following items:

1. Poly Voyager 4320 UC headset
2. USB charging cable
3. USB-A Bluetooth dongle
4. Quick start guide
5. Safety and warranty information

Make sure to check the contents to ensure everything is included before you begin the setup process.

## Setting Up Your Poly Voyager 4320 UC

Setting up the Poly Voyager 4320 UC is a straightforward process. Follow these steps to get started:

### Charging the Headset

1. Connect the USB charging cable to a power source.
2. Plug the other end into the headset.
3. Allow the headset to charge fully, which usually takes about 2 hours.

### Pairing with Devices

The Poly Voyager 4320 UC can be paired with both computers and smartphones. Here's how to pair it with different devices:

For Computers:

1. Insert the USB dongle into an available USB port on your computer.
2. The dongle should automatically connect to the headset, indicated by a voice prompt in the headset.

For Smartphones:

1. Turn on the headset by pressing the power button on the side.
2. Press and hold the Bluetooth button until you hear a voice prompt stating "Pairing."
3. On your smartphone, go to Settings > Bluetooth, and make sure Bluetooth is turned on.
4. Look for "Poly Voyager 4320 UC" in the list of available devices and select it to pair.

## Using the Poly Voyager 4320 UC

Once your headset is set up, you can start using it for calls, music, and other audio needs. Familiarize yourself with the controls to maximize your experience.

## Controls and Indicators

The headset features several buttons and indicators for easy operation:

- Power Button: Turns the headset on or off.
- Volume Control: Adjusts the audio levels.
- Mute Button: Mutes the microphone during calls.
- Call Control Button: Answers or ends calls.
- Bluetooth Indicator: Shows the Bluetooth connectivity status.

## Optimizing Audio Quality

To get the best audio experience from your Poly Voyager 4320 UC:

- Position the Microphone: Ensure the microphone is positioned close to your mouth for clear audio capture.
- Adjust Volume Levels: Use the volume buttons to find a comfortable listening level.
- Select Noise-Canceling Mode: Activate noise-canceling features for a quieter work environment.

## Troubleshooting Common Issues

While the Poly Voyager 4320 UC is designed for reliability, you may encounter some common issues. Here's a guide to troubleshooting:

### Problem: Headset Won't Connect

- Ensure the headset is charged: Check the battery level.
- Confirm Bluetooth is enabled on the device you are trying to connect.
- Restart both the headset and the device and attempt to pair again.

### Problem: Poor Audio Quality

- Check the microphone position: Make sure it is not obstructed.
- Adjust audio settings on your device for better sound quality.
- Move closer to the connected device to improve signal strength.

## **Problem: Battery Drains Quickly**

- Ensure the headset is turned off when not in use.
- Check for software updates that may improve battery performance.
- Avoid extreme temperatures which can affect battery life.

## **Maintaining Your Poly Voyager 4320 UC**

Regular maintenance can prolong the life of your headset and ensure optimal performance.

- Clean the Headset: Wipe down the ear cushions and microphone with a soft cloth regularly.
- Update Firmware: Keep the headset's firmware up to date through Poly's official app.
- Store Properly: When not in use, store the headset in a safe place to avoid damage.

## **Conclusion**

The Poly Voyager 4320 UC headset is an excellent choice for professionals seeking a reliable, high-quality audio experience. With its user-friendly features and comfortable design, it is well-suited for both office and remote work environments. By following the guidelines in this manual, you can set up, use, and maintain your headset effectively, ensuring you get the most out of your investment. Whether you're on a conference call or listening to music, the Poly Voyager 4320 UC is designed to enhance your audio experience, making it a valuable tool for modern communication.

## **Frequently Asked Questions**

### **What is the Poly Voyager 4320 UC?**

The Poly Voyager 4320 UC is a wireless headset designed for professional use, featuring high-quality audio, dual connectivity, and comfort for all-day wear.

### **How do I connect the Poly Voyager 4320 UC to my computer?**

To connect the Poly Voyager 4320 UC to your computer, plug the USB dongle into a USB port on your computer, then power on the headset. It should automatically connect.

## **Where can I find the user manual for the Poly Voyager 4320 UC?**

The user manual for the Poly Voyager 4320 UC can be found on the official Poly website under the support section, or it can be accessed through the product packaging.

## **How do I charge the Poly Voyager 4320 UC headset?**

The Poly Voyager 4320 UC headset can be charged using the included USB charging cable. Simply connect the cable to a power source and the headset's charging port.

## **What is the battery life of the Poly Voyager 4320 UC?**

The Poly Voyager 4320 UC offers up to 24 hours of talk time and up to 20 hours of listening time on a full charge.

## **Can I use the Poly Voyager 4320 UC with mobile devices?**

Yes, the Poly Voyager 4320 UC can connect to mobile devices via Bluetooth, allowing you to use it for calls and media playback.

## **How do I adjust the audio settings on the Poly Voyager 4320 UC?**

Audio settings can be adjusted using the volume controls on the headset itself or through the software provided by Poly, such as the Poly Lens app.

## **Does the Poly Voyager 4320 UC have noise-cancellation features?**

Yes, the Poly Voyager 4320 UC features advanced noise-cancellation technology to reduce background noise and enhance call quality.

## **How do I reset the Poly Voyager 4320 UC headset?**

To reset the Poly Voyager 4320 UC, press and hold the power button and the volume up button simultaneously for about 5 seconds until you see the LED indicator flash.

## **Is the Poly Voyager 4320 UC compatible with softphone applications?**

Yes, the Poly Voyager 4320 UC is compatible with various softphone applications like Microsoft Teams, Zoom, and others, enhancing your communication experience.

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