

237204C-01

# olivetti



**Jet-Lab 600@**  
**MULTIFUNCTIONAL**  
Ink Jet Fax

User's manual

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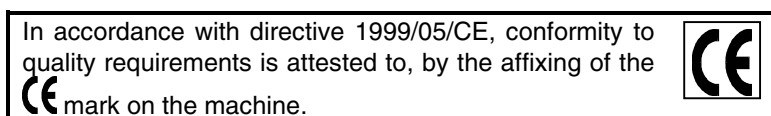
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The manufacturer reserves the right to make any changes to the machine described in this manual, at any time, and without prior warning.

This machine has been approved, under the terms of Council Decision 98/482/EC, for Europe-wide connection as a single terminal to an analogue Public Switched Telephone System (PSTN) system. However, due to differences between individual PSTNs in the various countries, the approval does unconditionally guarantee success operation of every PSTN termination point. If you encounter any problems, you should contact your supplier immediately.

**Network compatibility declaration**

This product has been designed and developed to operate in the networks of all European Community countries, and in those of Switzerland and Norway.

Full compatibility with the networks of individual countries will depend on specific national software parameters which can be set in the product. If you encounter problems with non EC PSTN networks, contact your national technical support service.



ENERGY STAR IS A U.S. registered trade mark

Your attention is drawn to the following conditions that could compromise the conformity attested above as well as the machine's characteristics:

- incorrect electrical supply;
- incorrect installation, erroneous or improper use, or any use that differs from what is indicated in the User Manual supplied with the machine;
- replacement of components or original parts using other types, not approved by the manufacturer, or where carried out by unauthorized persons.

**WARNING: THIS MACHINE MUST BE EARTHED.**

The electrical socket must be near to hand and easily accessible. To disconnect the machine from the electrical power supply, unplug it from the supply socket.



## PRODUCT PROFILE...

With its complete range of functions and outstanding flexibility, we are confident that this state-of-the-art machine will satisfy all your requirements.

It can operate independent of any other equipment (stand-alone), as a facsimile machine, telephone, or colour photocopier.

With a subscription to an Internet Service Provider (Fax2Net), you can transmit and receive documents, even as e-mail attachments, using the Internet and also print WEB pages.

When controlled by suitable software, it can also operate as a multi-functional device in Windows® environment. In fact, connected to a PC, it can function as a printer and as a scanner. Using a fax application, any type of document containing text or images can be transmitted directly from the PC.

## IMPORTANT INSTRUCTIONS ...

### FOR INSTALLATION ...

- Place the fax machine on a stable, flat surface with no vibrations, to prevent it from falling and causing injury to people or damage to the product.
- Keep the fax machine dust free and away from water, steam, or excessive heat. Do not expose it to direct sunlight.
- Keep the fax machine away from other electrical or electronic appliances which may generate interference, e.g. radio, television, etc.
- Ensure that no books, documents, or other objects, prevent normal ventilation. Ideally this fax machine should be operated where the ambient temperature is between 5°C and 35°C, and the relative humidity between 15% and 85%.
- Leave enough room in front of the outlet for the expulsion of originals and received/copied documents, so that they do not fall on the floor.

### CONNECTION TO THE ELECTRICAL POWER SUPPLY ...

- This fax machine is provided with a power cable complete with a plug with an earth terminal that, for safety reasons, should not be by-passed. If the wall power socket does not allow the use of this plug, or if it is not earthed, contact an electrician to modify the installation, so as to comply with current standards.
- Ensure that the power cable is easily accessible without being an obstruction where people are walking.
- Ensure that the voltage and frequency of your mains power supply correspond to the voltage and frequency shown on the plate on the back of the fax machine.
- Do not connect the fax machine to the mains power supply using an adapter or extension cable to which other appliances are already connected: a poor electrical connection may result in overheating and cause a fire or electric shock.

### CONNECTION TO THE TELEPHONE LINE...

Since the connection of fax machines, answering machines, additional telephones and other appliances to the telephone line is subject to national standards, please refer to current applicable regulations in your own country.

### INSTALLATION AND SETUP PARAMETERS...

At a national level, the settings and set-up parameters for each installation vary according to certification requirements or individual user needs. These settings and those indicated in the manual may not always be the same. We suggest that you print them out before making any modifications.

### MAINTENANCE ...

- Disconnect the fax machine from the mains power supply before cleaning it and use only a damp cloth. Do not use corrosive substances such as solvents, alcohol, petrol, or abrasive components.
- Do NOT introduce foreign matter (liquids included) in the fax machine: accidental contact with live parts may cause fire or electric shock.

### REPAIRS ...

- Do NOT attempt to repair the fax machine yourself. By removing the outer casing, you may risk electric shock or other injury. Repairs should be carried out by qualified technical personnel only.
- When replacing components (including accessories) make sure that you use only manufacturer-original spare parts: the use of any other parts may compromise the safety of the fax machine and cause fire or electric shock.
- Disconnect the fax machine from the mains power supply and contact a qualified technician if any of the following conditions occur:
  - the power cable or plug is damaged or worn;
  - the outer casing has been damaged;
  - liquid has accidentally been spilt into the fax machine (including rain).

### FOR CORRECT USE ...

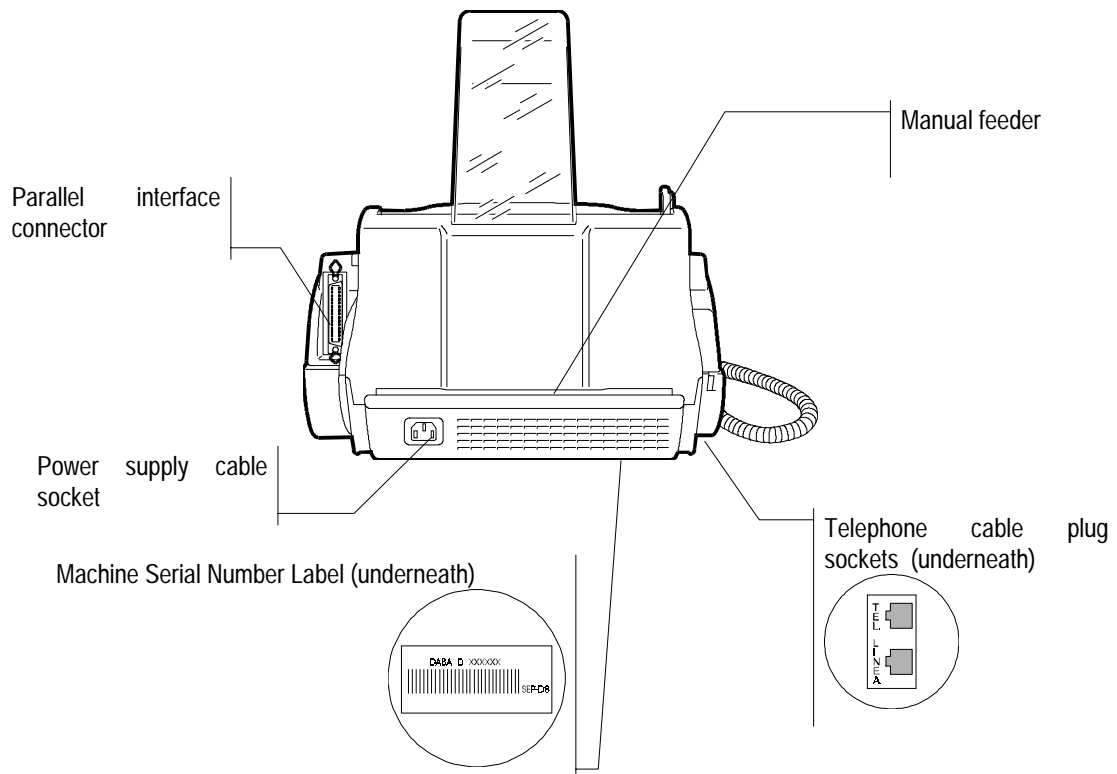
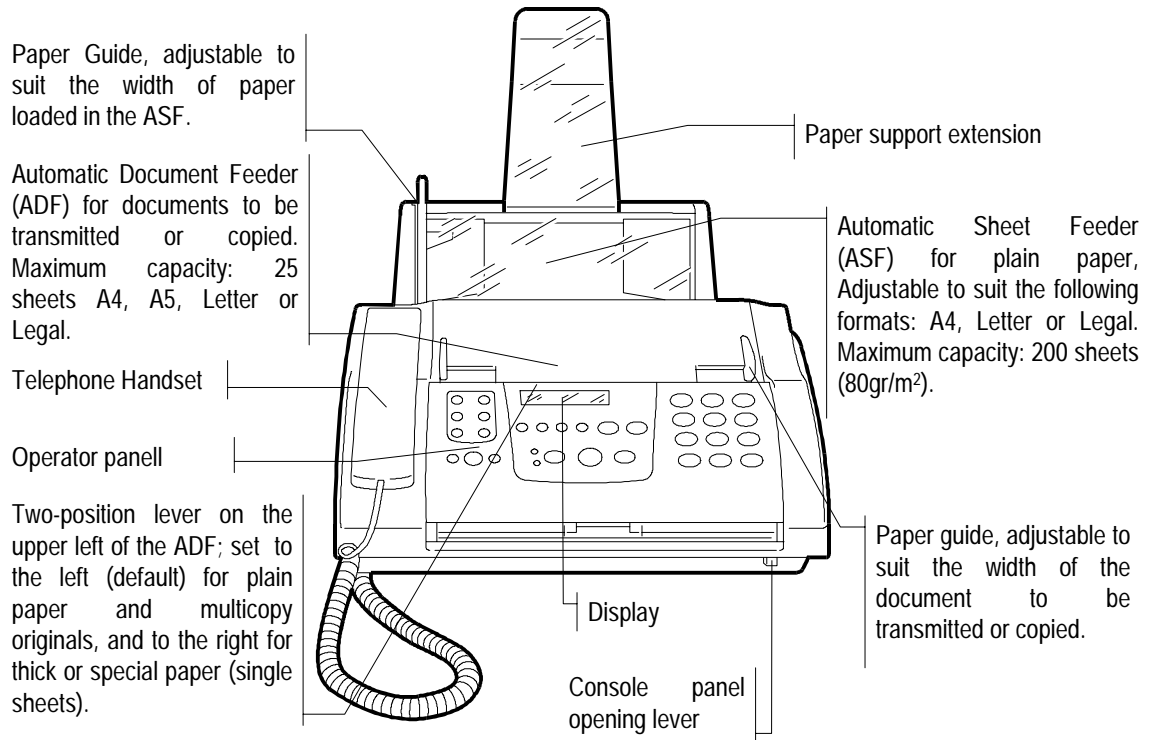
- Before using your fax machine, read the instructions contained in this manual carefully. This manual should be kept in a safe place for future reference.
- This fax machine has already been preset for operation in accordance with your country's telephone network standards.
- If you do not intend to use the fax machine for a long period of time, you should disconnect it from the power supply to avoid the risk of damage due to disturbance or power surges.

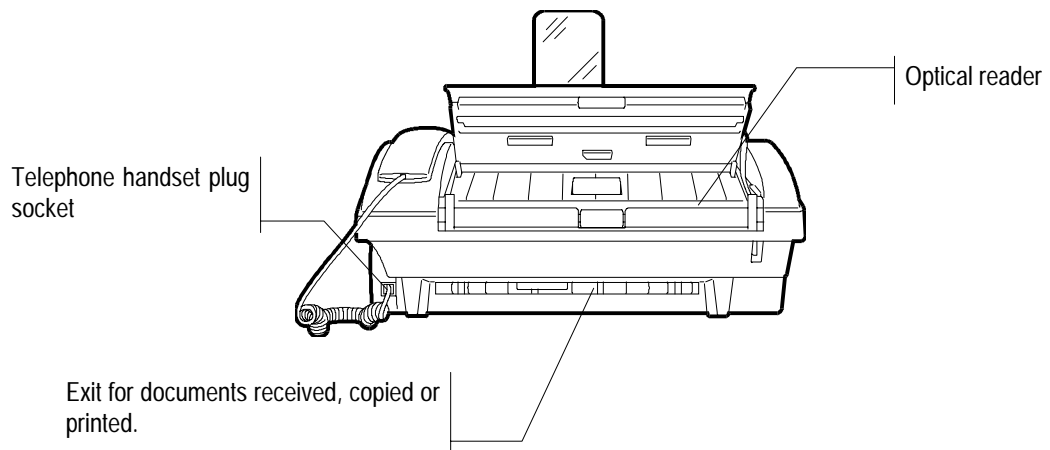
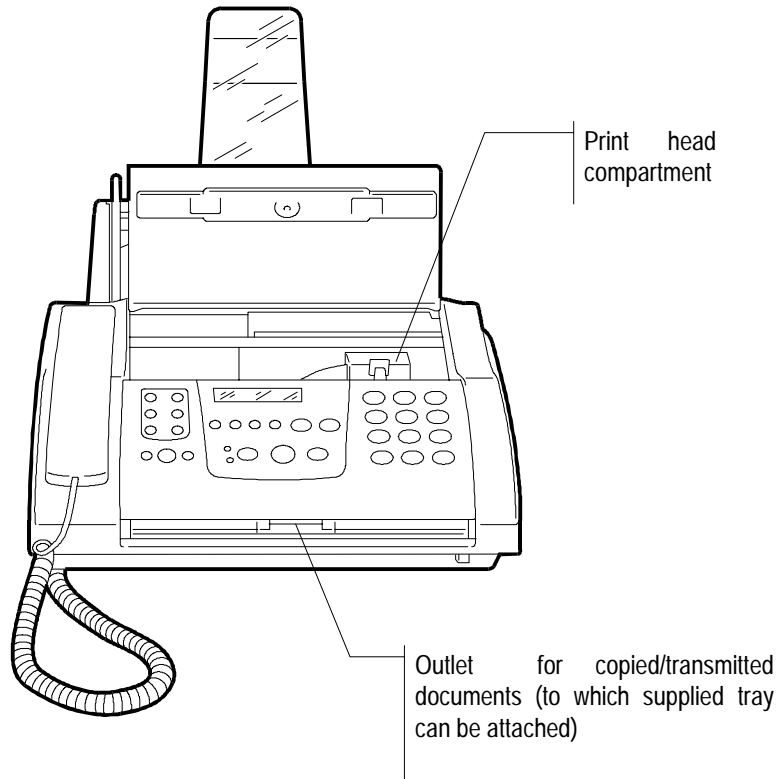
### THE HANDSET...

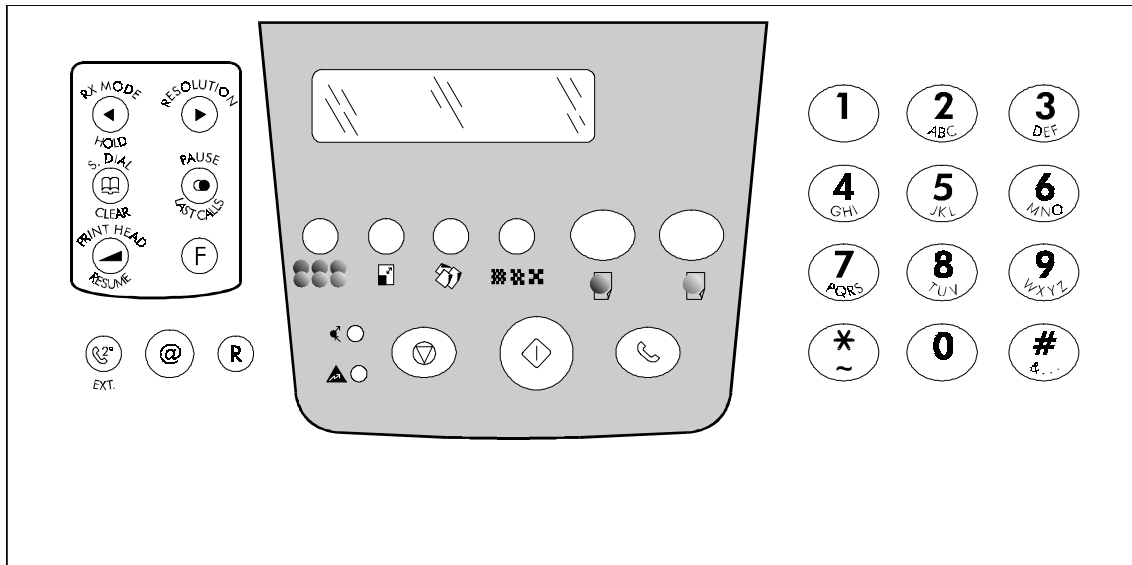
- In case of a voltage drop or power failure, it will not be possible to make or receive telephone calls as the keypad will be disabled.
- If you must absolutely make a call under these conditions, you must use an emergency telephone, approved by the telephone company, which should be connected directly to the fax machine.

### CONSULTING THIS MANUAL...

This manual is divided into sections related to the machine's functions: fax machine, photocopier, printer and scanner. Instructions for using the various functions via a PC will be found in an **on-line documentation** file which is loaded when the specific software is installed.





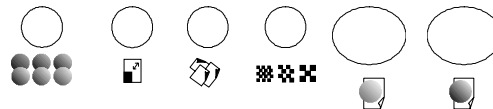


The key names on the operator panel are in English. Stick-on templates in other languages are supplied. Apply the template containing the language you required to the key pad to the left of the display.

In **Fax Mode**, some keys have more than one function; the particular function will depend on the **current operating status of the FAX MACHINE**:

- **Waiting** mode, when the fax machine is inactive.
- **Programming** mode (access to the menu), after pressing the **F (FUNCTION)** key.
- **Communication** mode, during transmission or reception.
- **Connect** mode, after pressing the **LINE** key or lifting the handset.

The following keys, located immediately below the LCD display, are used for **COPYING operations**. Their functions are described in the *Copier chapter*.



Starting from the left:



### RX MODE

With the machine in **waiting mode**, selects the various reception methods.



With the machine in **programming mode**, moves back to choose setting values.



On pressing the **PAUSE** key, with the machine in **waiting mode**, moves back to select one of the last ten telephone or fax numbers dialled.

### HOLD

With the machine in **connect mode**, puts the line on hold.



### SPEED DIAL

With the machine in **waiting mode**, and followed by two numeric keys (01-50), automatically selects a contact's telephone / fax number or internet address (where programmed).

The ◀/▶ keys scroll the list (numbers/addresses set for one-touch and speed dialling).

### CANCEL


With the machine in **programming mode**, cancels incorrect settings.





### PRINT HEAD

With the machine in **waiting mode**, enables the print head to be inserted/changed.

With the machine in **connect mode**, adjusts the volume of line tones after the  key has been pressed.


### RESUME

**All modes**, eliminates faulty status, resetting correct operating parameters.



### RESOLUTION

With the machine in **waiting mode**, sets the resolution of documents to be transmitted (only with the document inserted into the ADF).

▶ With the machine in **waiting mode** and after pressing the  key, the last ten telephone or fax numbers dialled are scrolled forward.

With the machine in **programming mode**, scrolls forward the parameter setting values.



### PAUSE

With the machine in **waiting or connect mode**, inserts a pause during direct dialling or programming of one-touch or speed dial numbers.

#### ● LAST CALLS (RE-SELECTION)

With machine in **waiting mode**, and with no document inserted, displays a list of incoming and outgoing calls.

With a document inserted, indicates the last fax or telephone number dialled/answered.



### (FUNCTION)

With the machine in **waiting mode**, accesses the programming functions.

With the machine in **programming mode**, and followed by a numeric key, selects the first level of the programming menu.

(Successive pressings – instead of the numeric key - also permit selection of the first menu level.)

Within the programming menu, selects the various parameters and sub-menus.

When setting the time, changes between p.m. and a.m. (when the 12 hour format is chosen)

*The following function is only enabled in some countries.*

With the machine in **waiting or connect mode**, if pressed while dialling a telephone or fax number, enables the number to recognise a second tone during dialling, if connected to certain types of switchboard.



With the machine in **programming mode**, selects lower/upper case characters when entering internet addresses.



**With the machine connected to a private switchboard:**

With the machine in **waiting or connect mode**, if pressed once before dialling a telephone or fax number, connects to the public telephone line.

If pressed twice before dialling a telephone or fax number, routes the call to the programmed alternative carrier.

**With the machine is connected to a public line:**

With the machine in **waiting or connect mode**, if pressed before dialling a fax or telephone number, routes the call to the programmed alternative carrier.

With the machine in **programming mode**, in both the above cases, has the same functions for programmed one-touch and speed dial numbers.



With the machine in **waiting mode**, allows access to Internet features and functions.

With the machine in **programming mode**, allows internet addresses (including the "@" character) to be entered and stored during programming.



With the machine in **connect mode**, and with the handset off the hook, allows access to special functions made available by the carrier, commonly known as **REGISTER RECALL** (function R).



Two 16-character lines are used to indicate the machine's status, menu and sub-menu items, settings and corresponding values.

The following SIX keys are active only in COPIER mode.



### IMAGE



Controls two functions: the LIGHT/DARK contrast and the colour SATURATION.



### REDUCTION/ENLARGEMENT



Allows reduction/enlargement of the original to suit the format of the paper used for copying.



### PAPER



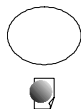
Allows choice of type of paper to be used for copies.



### \*QUALITY



Allows choice of copy quality.



### BLACK/WHITE COPIES

Sets/starts B/W copy operation.



### COLOUR COPIES

Starts colour copy operation.



### LED ERROR INDICATOR.

Indicates malfunction during transmission or reception.



### LED TX/RX INDICATOR

**On**, indicates that transmission or reception is in progress.

**Off**, indicates that there is no transmission or reception in progress.



### STOP

With the machine in **waiting mode**, interrupts the copy operation in progress.

Ejects the original document from the ADF.

Turns off the "ERROR" LED.

With the machine in **programming mode**, returns the machine to the initial waiting mode.

Interrupts programming in progress.

With the machine in **communication mode**, interrupts the transmission or reception operation in progress.

**All modes**, eliminates an error status, resetting to the correct operating status.



### START

With the machine in **waiting or connect mode**, after dialling a fax number, starts transmitting (only with the original inserted into the ADF).

With the machine in **programming mode**, confirms the selection of menus, submenus, settings and corresponding values and moves on to the next step.

With the machine in **connect mode**, starts reception of a document.



### LINE

With the machine in **waiting mode**, connects to the telephone line, permitting the dialling of the number to be call.:



### NUMERIC KEY PAD (0 - 9)



With the machine in **waiting mode**, if pressed for more than one second, automatically select s (where programmed) a telephone/fax number or internet address.

With the machine in **waiting or connect mode**, used to dial telephone or fax numbers.

With the machine in **programming mode**, can be used to type in any number/letter combination.



With the machine in **programming mode**, scrolls forward to select national characters and symbols, when typing in names.

Types remote control commands.

With the machine in **connect mode**, where tone (multifrequency) dialling is used, gives a special tone for special network services.

With the machine in **programming or connect mode**, temporarily changes from pulse (decadic) to tone (multifrequency) dialling.



With the machine in **programming mode**, scrolls back to select national characters and symbols when typing names.

With the machine in **connect mode**, sends a tone for special network services where tone dialling is used.

***If, during any operation, you do nothing for more than two minutes, the machine automatically returns to the initial waiting mode.***



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## **INSTALLATION**







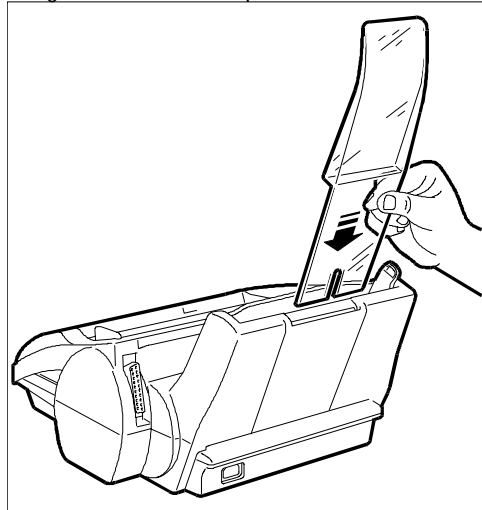
### PACKAGE CONTENTS ...

In addition to the machine and this **INSTRUCTIONS** manual, in the package you will also find:

- power supply cable,
- telephone connection cord,
- PC connection cable (interface cable),
- telephone plug (where supplied),
- box containing the 4-colour print head,
- handset,
- paper support for the ASF (Automatic Sheet Feeder),
- one (1) transparency with back sheet to use as a document holder,
- pack of special sheets for setting the scanner,
- output tray for transmitted or copied documents,
- template to adapt the left hand side of the operator panel to the country of use,
- one (1) CD containing "LinkfaxPro" software,
- one (1) CD containing "Unimessage/OCR Application" software,
- "Fax2Net" promotional leaflet,
- "Fax2Net" registration form,
- warranty card.

### MOUNTING THE ASF PAPER SUPPORT...

Insert the Automatic Sheet Feeder (ASF) paper support in the slot provided at the back of the machine, pushing it until it clicks into place.

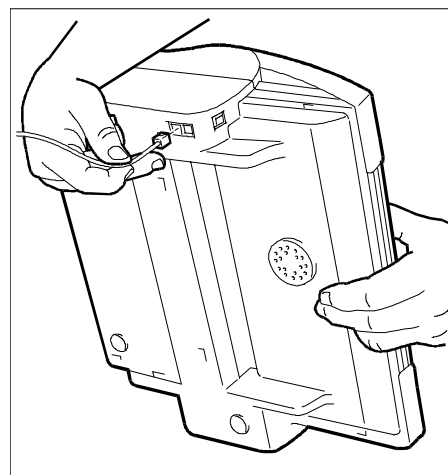


### CONNECTING TO THE TELEPHONE LINE ...

Connect the machine to the telephone line using the cord provided. Do **NOT** use other cords, otherwise the machine may not operate correctly.

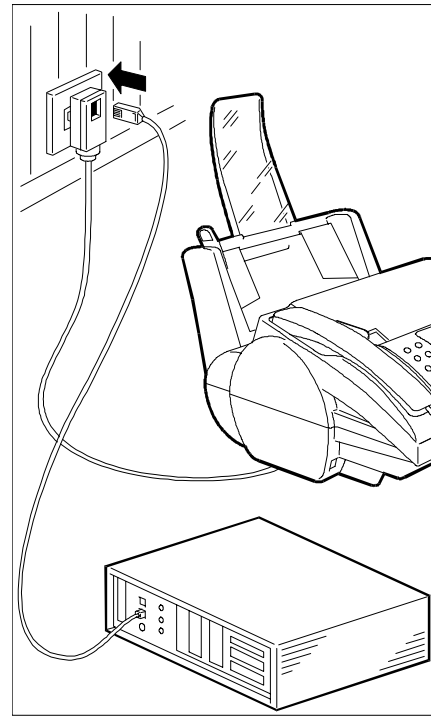
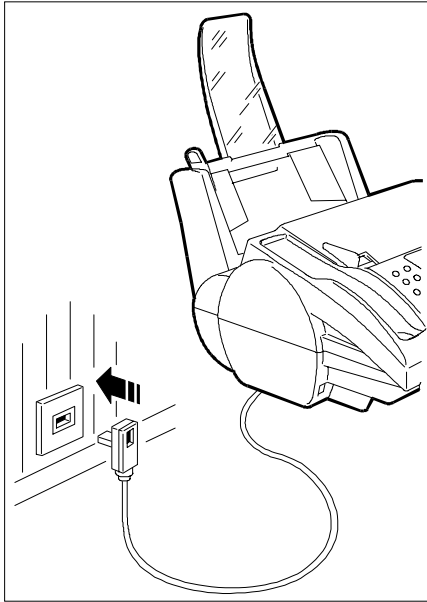
Connection to the telephone line may vary from country to country. If you have any doubts, contact your local telephone network customer service.

1. Turn the fax machine on its side, and insert the small connector of the telephone cord in the "LINE" socket on the base of the fax machine; a click indicates that it has been inserted correctly. Fit the cord into the channel provided.



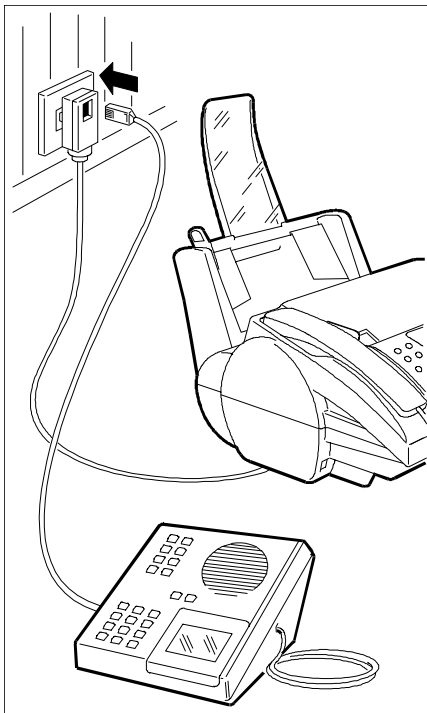
2. Insert the plug at the other end of the telephone cord into the telephone line socket.

If the network to which the machine is connected has **more than one socket connected in series**, you must connect the machine to the **primary socket\***.



### CONNECTING AN ANSWERING MACHINE, YOUR PC MODEM, ETC. ...

1. Plug the cord of the emergency telephone or the answering machine into the extension socket on the main telephone cord plug.



If the network to which the machine is connected has **more than one socket connected in series**, you must use an **approved telephone model**.

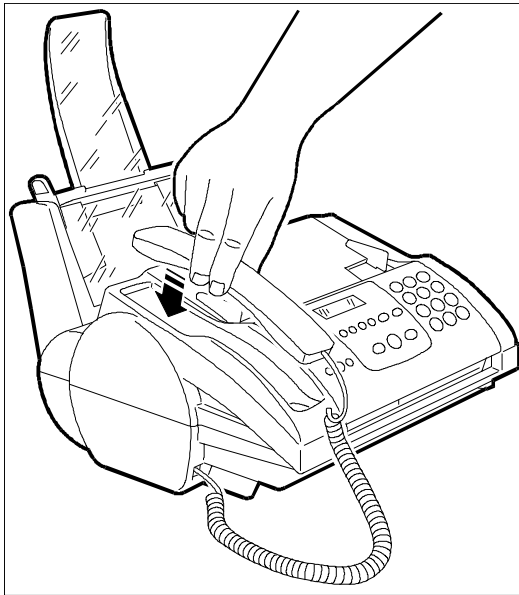
In some countries, telephones, answering machines or other equipment can be connected via the **TEL** socket on the base of the machine. For further information, refer to the telephone/fax operation standards for your country.

## CONNECTING THE HANDSET

1. Insert the handset cord connector in the appropriate socket on the machine.

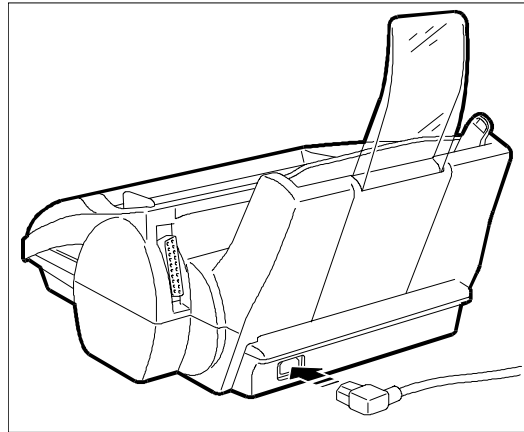


2. Place the handset in its cradle.



## CONNECTING TO THE ELECTRICAL POWER SUPPLY...

1. Plug one end of the power supply cable into the socket provided on the back of the machine.



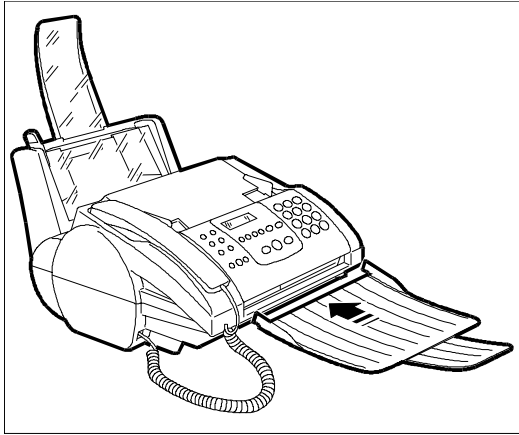
2. Plug the other end of the power cable into the wall power socket.

The machine automatically performs a self-test procedure to check that its components operate properly. Two messages «RX ON FAX 100%» with the date and time and «CHECK PRINT HEAD; PRESS RESUME» will then alternate on the display.

The machine will **be connected permanently**, ready to receive and transmit documents **24 hours** a day (**fax mode**). If you want to switch **the machine off**, **you must unplug** the power cable from the electrical power supply, because there is no on/off switch on the fax machine itself.

## MOUNTING THE ORIGINAL DOCUMENT OUTPUT TRAY ...

Mount the original document output tray, by pushing it into the appropriate slot. It will receive the original documents that have been transmitted or copied.



## CHANGING THE LANGUAGE FOR MESSAGES ON THE DISPLAY ...

If messages on the display appear in a foreign language, you can change the language by choosing another from those available as follows:

1. Press the **FUNCTION** key.

1.MEMORY TX  
( F ) / ◀ / ▼ / 1-9

2. Press **9** on the numeric key pad.

9.INSTALLATION  
( F ) / ◀ / ▼ / 1-9

3. Press the **START** key,

TEL. LINE SETUP  
( F ) / ◀ / ▼

4. Press the **FUNCTION** key until the display shows:

LANGUAGE  
( F ) / ◀ / ▼

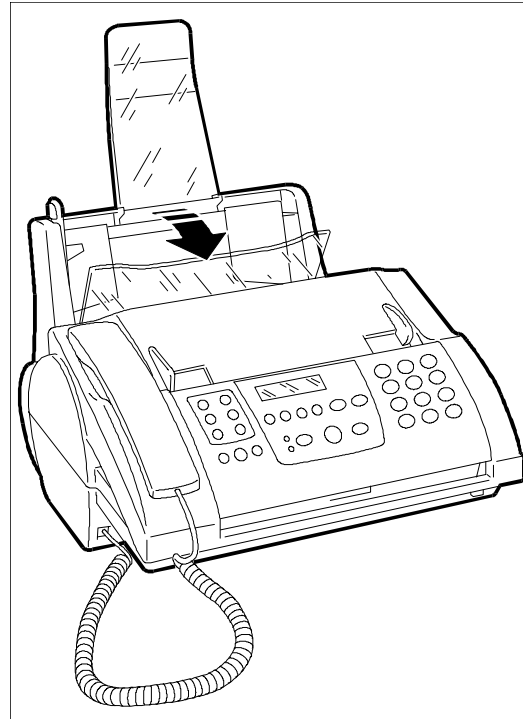
5. Press the **START** key.
6. Press ◀ / ▶ keys to select the language you require.
7. Press the **START** key and then the **STOP** key.

## LOADING PAPER ...

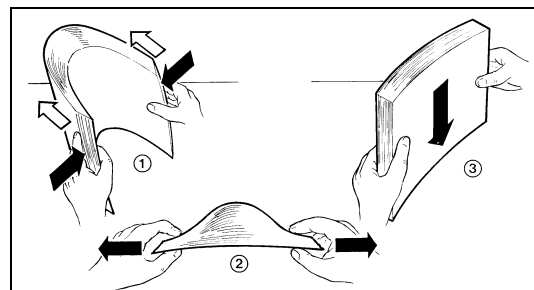
The automatic sheet feeder (ASF) can contain up to **200 sheets** of 80 g/m<sup>2</sup> paper which are used to print received documents or to photocopy any type of original. The ASF can hold paper sizes **A4** (210 x 297 mm), **US Letter** (8.5 x 11 in) and **US Legal** (8.5 x 14 in) in weights ranging from 70 g/m<sup>2</sup> to 90 g/m<sup>2</sup>.

To load paper

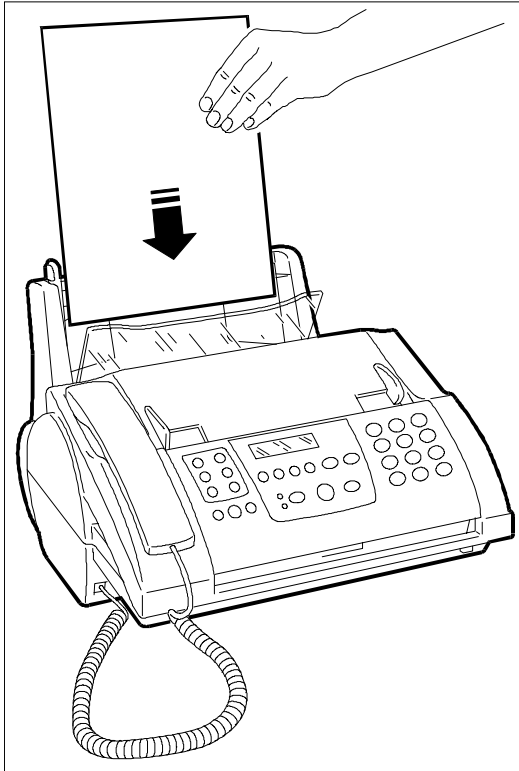
1. Open the ASF cover.



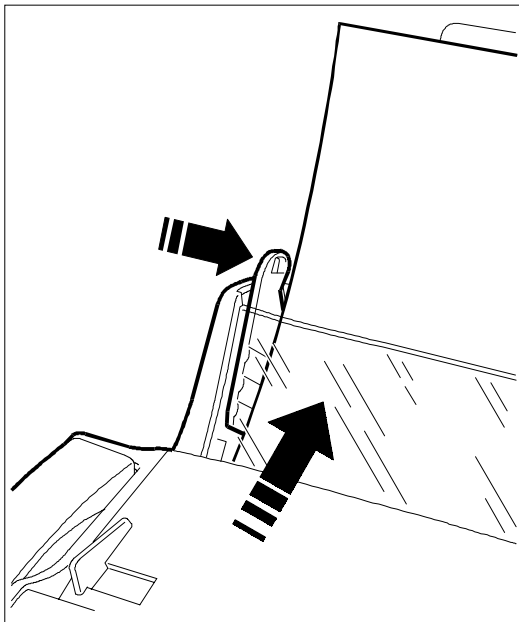
2. Fan the sheets of paper thoroughly and square them up into a single block.



3. Holding the sheets by their top edge, drop them into the ASF without folding or forcing them.



4. Align the paper against the right side of the ASF, closing the paper guide against the left edge of the paper and then close the ASF cover.



If you add more paper to the ASF be sure to insert the new sheets **under** and not over the ones already loaded.

After loading the paper, to ensure the correct functioning of the machine, you should also check that the **paper format** set on the machine coincides with the **format** you have loaded.

1. Press the **FUNCTION** key until the display shows:

1.MEMORY TX  
( F ) / ◀ / ▼ / 1-9

2. Press **8** on the numeric key pad.

8.SETUP  
( F ) / ◀ / ▼ / 1-9

3. Press the **START** key.

DATE AND TIME  
( F ) / ◀ / ▼

4. Press the **FUNCTION** key until the display shows:

PRINT SETTINGS  
( F ) / ◀ / ▼

5. Press the **START** key.

FORMAT:A4  
◀ / ▼ / ◀/→

6. Press the ◀ / ▶ keys until the display shows the paper format you intend to use, e.g. «Letter».

FORMAT:LETTER  
◀ / ▼ / ◀/→

7. Press the **START** key to confirm the setting, then press the **STOP** key.

CHECK PRINT HEAD  
PRESS RESUME

## INSERTING THE PRINT HEAD ...

The machine uses **both colour and monochrome print heads** (only black ink):

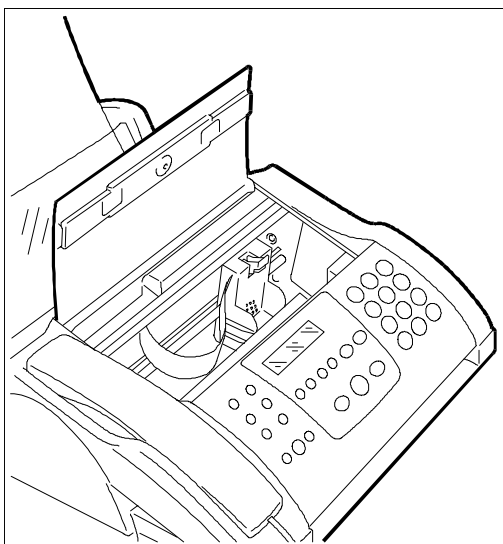
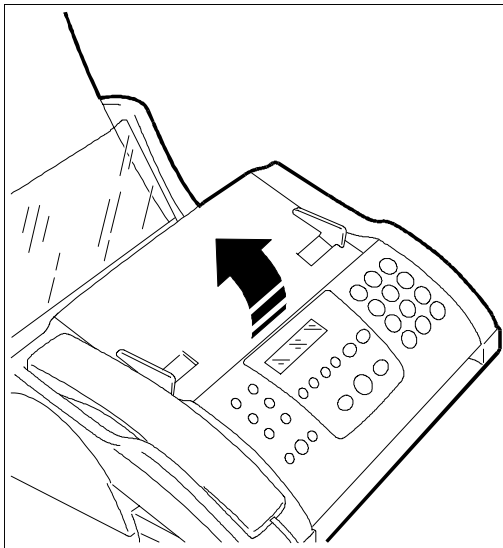
- **colour**: when using the machine as a fax or colour printer or only as a **black printer**.
- **monochrome**, only when using the machine as a fax or black printer.

If you intend using the machine mainly for **receiving faxes**, we suggest that you use a **monochrome print head**.

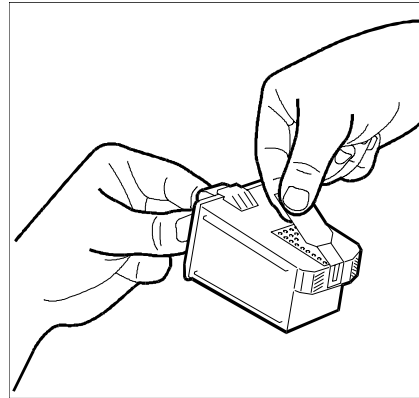
When inserting the print head, take care not to move the the print head carriage from the loading position.



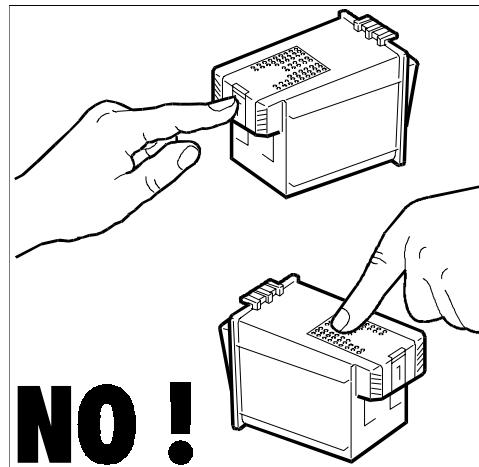
1. Press the **PRINT HEAD RESUME** key: the display will show the message «CHANGE PRINT HEAD, PRESS RESUME».
2. Lift the cover of the print head compartment.



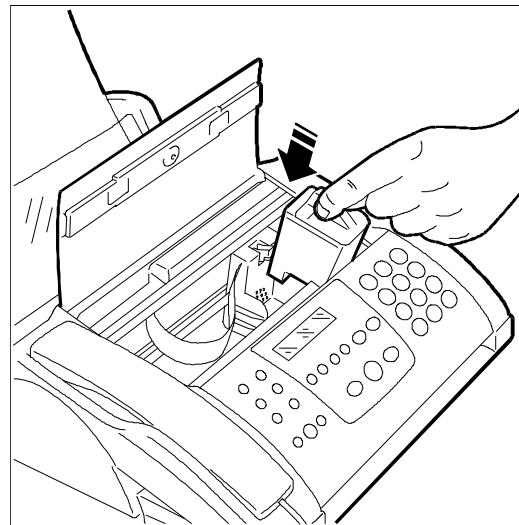
3. Remove the print head from its box and, holding it by its finger grip, remove the protective film from the print nozzles.



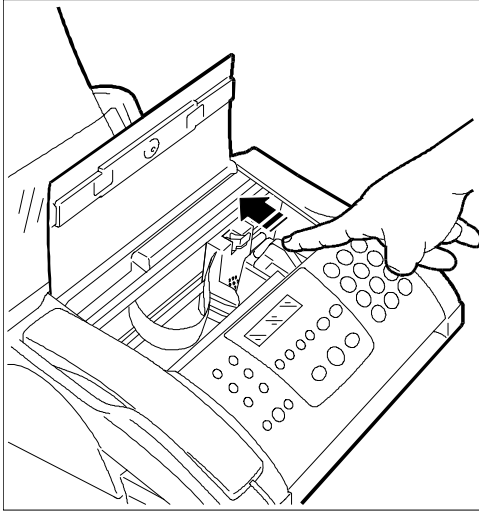
Avoid touching both the **nozzles** and the **electrical contacts**.




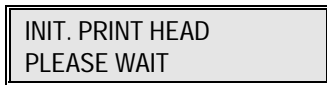
4. Insert the print head into its housing with the electrical contacts towards the back of the machine.



5. Push the print head in the direction of the arrow until you hear a click, confirming that it has been inserted properly.



6. Close the print head compartment cover and press the  key again.
7. The fax machine automatically performs a self-test procedure to check the print head. For a few seconds the display shows



Once the print head has been installed, the display will show:



8. Press the **START** key.  
The machine automatically feeds a sheet of paper and prints the print head alignment procedure text. The display shows:



The installation test page will read "Test : Bidirectional Alignment".

If the alignment corresponding to the «xx» value on the test page represents the best possible alignment, press the **START** key. If it does not, select a different setting using the ◀ / ▶ keys, then press the **START** key.

The display will show:




The machine will print another test page with the values you have set, which will read "Alignment confirmation", and then return to the waiting mode.

The display will show «RX ON FAX 100%» on the upper line and the date and time on the lower line.

### If you have any problems while installing or aligning the print head ...

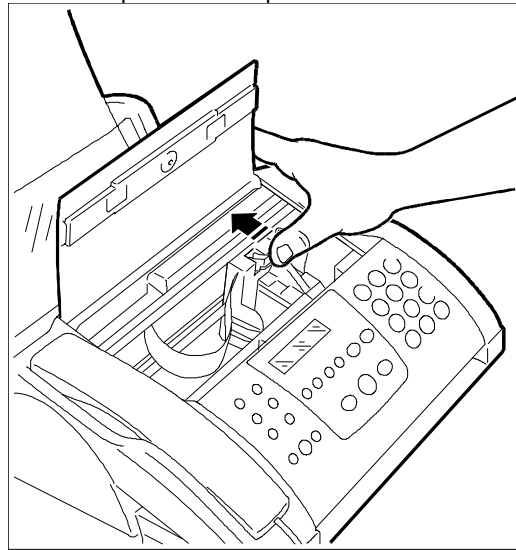
If, after installing the print head, the message "CHECK PRINT HEAD, PRESS RESUME" is displayed again, try removing and reinserting the print head, pushing it harder.



(Remember to press the  key both before and after installing the print head).

If the message persists, remove the print head and clean the electrical contacts both on the print head and the carriage. See "Cleaning the print head's electrical contacts ..." in the "Maintenance" chapter.

To release the print head, push the lever towards the back of the print head compartment.



### Print head replacement ...

To replace the print head, see the "MAINTENANCE" chapter.



## CHANGING DATE AND TIME ...

If the date and time on the display are not correct, you can change them at any time:

1. Press the **FUNCTION** key.

1.MEMORY TX  
( F ) / ◀ / ▼ / 1-9

2. Press **8** on the numeric key pad.


8.SETUP  
( F ) / ◀ / ▼ / 1-9

3. Press the **START** key.

DATE AND TIME  
( F ) / ◀ / ▼


4. Press the **START** key.

FORMAT: DD/MM/YY  
◀ / ▼ / <-/>

 To select another date format, press the ◀ / ▶ keys until the required date is shown.


5. Press the **START** key.

24 HOUR FORMAT  
◀ / ▼ / <-/>

 To select the 12 hour format, press the ◀ / ▶ keys until this is shown.


6. Press the **START** key. The cursor will be positioned on the first digit of the date.

DD/MM/YY HH:MM  
30-09-99 12:46

 If you have selected a 12 hour time format, the display will show «am» or «pm» after the time. To change from "a.m." to "p.m." (or vice versa), position the cursor on the first letter («a» or «p») and press the **FUNCTION** key.


7. Type in the new date and time (e.g. 30-09-99, 15:30). Each time you enter a digit, the cursor moves on to the next one.

DD/MM/YY HH:MM  
30-09-99 15:30

 If you only want to change some of the digits, move the cursor on to them using the ◀ / ▶ keys and type over the correct digits.


8. Press the **START** key.

The procedure for changing the date and time is now complete. The new date and time will be updated automatically, and printed on every page transmitted using the **fax function**.

 To interrupt the procedure at any time, press the **STOP** key. The procedure will be abandoned without any changes being made. You will be able to restart the procedure from the beginning.

9. Press the **STOP** key to return the machine to its initial waiting mode.

RX ON FAX 100%  
30-09-99 15:30

 If, in any operating phase, you do nothing for more than two minutes, the machine will automatically return to its initial waiting mode.

Remember that the **waiting mode** indicates that the machine is **inactive** in the **fax function**.

**ONLY YOUR NAME AND YOUR FAX NUMBER ARE MISSING.**

Once set, the name and number (sender identification) will appear on every fax page transmitted. They will remain unchanged until modified.

**Entering your name ...**

1. Press the **FUNCTION** key.



2. Press **9** on the numeric key pad.



3. Press the **START** key.



4. Press the **FUNCTION** key until the display shows:



5. Press the **START** key.



You can enter a maximum of 16 characters, selecting them one by one using the numeric keys (on the right hand side of the operator panel). When pressed, each numeric key selects the letters indicated in rotation, starting from the numeric character, and proposing each successive character in turn.

Key	1st	2nd	3rd	4th
0	+	&	/	%
1	SPACE	.	/	-
2	A	B	C	
3	D	E	F	
4	G	H	I	
5	J	K	L	
6	M	N	O	
7	P	Q	R	S
8	T	U	V	
9	W	X	Y	Z

Pressing the **\*** and **#** keys, you can scroll forwards/backwards to select a variety of symbols to include in your name:

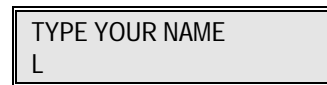
~ SPACE . / , ; \_ - : ' ` " ? ! \$ # & % + \* < > @ ^ | ( ) [ ] { }

and specific national characters.

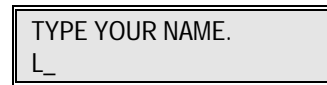
If you want to enter an empty space, just move the cursor using the **▶** key without entering any character.

For example, to enter the name "LARA":

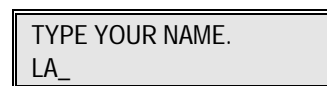
6. Press key **5** until the display shows:



7. The cursor moves one space forward.



8. Press key **2** until the letter "A" is displayed.



Continue thus until your name is completed, then check that it is correct by scrolling the cursor (**◀** / **▶** keys) through the characters.

If there is an error, position the cursor on the incorrect character and overwrite the correct one.

If you want to cancel the name completely, press **CLEAR**.

9. Press the **START** key to confirm the name.




## Entering your fax number ...

1. Press the **START** key.

TYPE YOUR NUMBER  
\_

2. Enter your fax number (max. 20 digits) by pressing all the numbers one by one, e.g.: 230026. To enter a space, press the **▶** key.

TYPE YOUR NUMBER  
230026

 If you make a mistake, position the cursor over the incorrect number, and type in the correct number.

If you want to cancel the number completely, press **CLEAR**.

If you wish to enter your international code, press the **\*** key instead of the initial zeros; the display shows the symbol **+**. This symbol will be printed before your fax number on each page transmitted.

3. Press the **START** key to confirm the number, and then the **STOP** key to restore the machine to the initial waiting mode.

RX ON FAX 100%  
30-09-99 15:40

## Name and fax number position ...

The information at the top of each page to be transmitted (name, fax number, date, time, and number of pages) can be shown either outside the text area, just below the upper edge of the page, or inside the text area, slightly lower down.

Your machine has been set to transmit this information within the text area.

### Changing the position ...

1. Press the **FUNCTION** key.

1.MEMORY TX  
( F ) / < > / < > / 1-9

2. Press **8** on the numeric key pad.

8.SET-UP  
( F ) / < > / < > / 1-9

3. Press the **START** key.

DATE AND TIME  
( F ) / < > / < >

4. Press the **FUNCTION** key.

VARIOUS SETTINGS  
( F ) / < > / < >

5. Press the **START** key until the display shows:

HEADING INSIDE  
< > / < > / < / >

6. Press the **<** / **>** keys to select the alternative parameter.

HEADING OUTSIDE  
< > / < > / < / >

7. Press the **START** key to confirm the setting, and then the **STOP** key to restore the machine to its initial waiting mode.

RX ON FAX 100%  
30-09-99 15:40

The machine is set to operate as a fax machine on the public telephone network in your country. If you wish to connect it to a private line, see the specific section dealing with this operation.

This machine can function autonomously as a fax machine, telephone or copier. See the specific sections (*Facsimile*, *Telephone* or *Copier*) in this manual to see what functions are available to you.

If you wish to use this machine to access the Internet, you must first connect it to a Provider (see the section entitled "*The Internet*").

If you wish to use this machine as a printer or scanner, you must first connect it to a PC and install the software provided. To do so, continue following the instructions in this section.

## CONNECTING THE MACHINE TO A PERSONAL COMPUTER

1. Ensure that both the machine and the PC are switched off and/or disconnected from the electrical power supply.
2. Connect the interface cable connector to the parallel port on the rear right of the fax machine.
3. Connect the other end to a parallel port on the PC.
4. Reconnect the fax machine and the PC to the electrical power supply and switch them on.

## LOADING THE SOFTWARE

The software that allows operation as a printer, scanner or fax machine from a PC is supplied with the machine.

### Minimum machine requirements

- For Windows® 95 or Windows® 98, first edition: Pentium 166MHz, 32 MB RAM. (The Service Pack Microsoft Windows® 95 OSR1 is recommended.)
- For Windows® 98 second edition, or Windows® NT4: Pentium 166MHz, 64 MB RAM. (If you use Windows NT®, make sure that the Service Pack Microsoft Windows® NT4 or higher is already installed.)

All models require at least a VGA monitor (24-bit board for colour video) and an IEEE 1284 ECP parallel interface connection.

## Installing "Linkfax Pro@" software ...

The **installation CD** contains a **fax/PC interconnection program**, a **printer driver**, a **scanner driver** and **on-line documentation** files that contain further information on how the machine functions in a PC environment.

**The drivers and documentation files that will be copied to your hard disk drive during installation will occupy about 20 MB of disk space.**

*Installation of the Linkfax Pro software will clear any current modem, printer, etc., settings on your PC.*

1. Ensure that all applications on your PC are closed.
2. Insert the installation CD provided with the machine, in the CD-ROM drive of your PC.
3. The installation procedure starts automatically.
4. Follow the instructions that appear on your PC monitor.

If your computer does not have a CD-ROM drive, 3.5" floppy disks may be created on another computer, using the **floppy creation function** on the installation CD. To do this you will have to use a computer that has both a CD-ROM drive and a 3.5" floppy disk drive. To create floppy disks, follow the procedure shown on the introductory screen of the installation program.

For the correct functioning of Internet Linkfax, you must configure your electronic mail application to recognise and use the Message Application Programme Interface (MAPI). Before selecting this option, you must close the Internet Linkfax application. Once the configuration procedure is completed, you must restart your PC.

The machine is now able to function as a printer, scanner and PC-fax. For further information on individual functions, read the specific sections (**Printer functions**, **Scanner functions**, **PC-fax functions**) or consult the electronic documentation installed with the drivers.

## Installing "Unimessage" by Wordcraft® Application software...

The second CD supplied with your machine contains a **software application program** that allows **colour/B+W fax transmission/reception** from/on your PC. This program supports OCR operations, allowing you to convert graphic text to editable characters.

**The driver and documentation files that will be copied to your hard disk drive during installation will occupy about 50 MB of disk space.**

To install this software, proceed as follows:

1. Ensure that all applications on your PC are closed.
2. Insert the "UNIMESSAGE" CD provided with the machine, in the CD-ROM drive of your PC.
3. The installation procedure starts automatically.
4. Follow the instructions that appear on your PC monitor.

For further information, open and read the electronic documentation on the CD.

## Electronic documentation ...

The **electronic documentation** files are loaded with the software. These files contain further information on the **print, scan** and **PC-fax** management characteristics and functions. The documentation is in two parts: **User's Guide** and **Troubleshooting**.

To access the electronic documentation, click on the appropriate icon in the group with your machine's name under **Programs** on the **Start** menu.

## Uninstalling the drivers ...

If, during printing or scanning operations, you encounter difficulties that cannot be solved by normal control procedures, you may have to re-install the drivers.

To uninstall the driver(s), see "Uninstall Linkfax" in the Linkfax on-line guide (help). The procedure described allows you to correctly remove all files loaded from the CD and/or created in the PC when the software was installed. Then re-install the drivers (see **Installing the software**).



## **PAPER AND OTHER PRINT MEDIA**





Your machine can print on a wide range of paper, which can either be inserted automatically from a pack loaded in the ASF (Automatic Sheet Feeder) or fed in one sheet at a time by hand using the slot on the rear of the machine.

The ASF can contain up to **200 sheets of plain paper** (weight 80 g/m<sup>2</sup>). Fewer sheets of other types of paper can also be loaded (see the specific paragraph in this chapter).

Once you have loaded the paper, you must set the format and type, whether working in fax/copier mode or in printer mode. If you are working in fax/copier mode, follow the procedure described in the «**LOADING PAPER ...**» section in the **INSTALLATION** chapter. When working in **printer mode**, see the specific section in **electronic documentation loaded with the printer driver**.

### PAPER FORMATS

The machine can **handle** the following **paper formats** in the **ASF**:

Format	Dimensions	
<i>Single sheets</i>		
* A4 format	8.27 x 11.7 inches	210 x 297 mm
A5 format	5.85 x 8.27 inches	148.5 x 210 mm
* U.S. letter	8.5 x 11 inches	216 x 279 mm
* U.S. legal	8.5 x 14 inches	216 x 356 mm
U.S. Executive	7.25 x 10.5 inches	184 x 267 mm
<i>Cards</i>		
U.S. Card 4x6	4 x 6 inches	102 x 152 mm
U.S. Card 5x8	5 x 8 inches	127 x 203 mm
A6 Note Card	4.135 x 5.85 inches	105 x 148.5 mm
<i>Envelopes</i>		
U.S. # 10	4.12 x 8.88 inches	105 x 225 mm
DL	4.33 x 8.66 inches	110 x 220 mm
C6	4.46 x 6.37 inches	114 x 162 mm
<i>Set by the user</i>		
Minimum	4 x 5.85 inches	102 x 148.5 mm
Maximum	8.5 x 14 inches	215.9 x 355.6 mm
Maximum (banner)	8.5 x 58.5 inches	215.9 x 1485 mm

\* In fax and copier mode, the machine **recognises ONLY** these formats, which have the following margins:

Format	Upper margin	Bottom margin (**)	Left and right margins
A4 format	0,12 inches 3,00 mm	0.7 inches 17.7 mm	0.13 inches 3.30 mm
U.S. letter	0,12 inches 3,00 mm	0.7 inches 17.7 mm	0.25 inches 6.35 mm
U.S. legal	0,12 inches 3,00 mm	0.7 inches 17.7 mm	0.25 inches 6.35 mm

\*\* Values valid for black/white printing on plain paper. The value for special print media is 20 mm and for colour printing is 22.5 mm.

You can use other paper formats, running the risk, however, of operating errors, paper jamming or ink being printed off the sheet, etc.



## Single sheets

For instructions on loading standard format single sheets, see the «**LOADING PAPER ...**» section in the **INSTALLATION** chapter.

## Envelopes

In **print mode**, the machine can handle envelopes with a weight of 80g/m<sup>2</sup>. You can load up to 10 at a time in the ASF.

Envelopes must be inserted, short side first, with the print side facing upwards, and the flap to the left.

## Cards

In **print mode**, the machine can handle two types of cards: plain paper and photo paper. You can load up to 10 plain paper cards or 5 cards of photo paper cards at a time in the ASF.

## Banner

In **print mode**, the machine can handle banners up to 1.5 metres long (5xA4 format sheets). The banner must be fed manually into the back of the machine. For correct use, your print application must also be able to handle banner printing.

## TYPES OF PAPER:

For optimum print quality, only print media recommended by the manufacturer should be used (see **CONSUMABLE MATERIALS**). The use of unsuitable print media can cause problems with insertion and/or poor print quality.

The machine can **handle** the following **types of paper** in the ASF:

### Plain paper

Use good quality office or photocopy paper.

### Special print/copy media

All these types of special media can be handled automatically only in **printer mode**.

When using any special print media, read the instructions on the pack carefully.

#### Coated paper

This type of paper has a high quality print surface. Packs of up to 50 sheets (weight 90 g/m<sup>2</sup>) at a time can be loaded into the ASF.

#### Photo paper

This type of paper has a gloss finish to give a professional touch to your prints. Packs of up to 20 sheets at a time can be loaded into the ASF.

#### Glossy paper

This type of paper has a surface similar to that used in the photographic industry. Packs of up to 20 sheets at a time can be loaded into the ASF.

#### Transparencies

Use only transparencies that are specifically recommended for ink jet printers. They are the only type that absorb the ink properly. Packs of up to 50 sheets at a time can be loaded into the ASF.

#### Labels

Use only standard format labels that cover the entire surface of the sheet. Avoid using paper that is pre-punched or that has borders or edges that can be torn off. Packs of up to 20 sheets at a time can be loaded into the ASF.

#### T-shirt transfers

Use only transfers that are specifically recommended for ink jet printers. They are the only ones able to absorb the ink properly. They can be loaded into the ASF one at a time.

## PAPER WEIGHTS

	ASF min.		ASF max.		Manual min.		Manual max.	
	g/m <sup>2</sup>	lb.	g/m <sup>2</sup>	lb.	g/m <sup>2</sup>	lb.	g/m <sup>2</sup>	lb.
<b>Single sheets</b>								
Weight allowed for single sheets:	64	16	120	32	60	16	200	50
Weight recommended for single sheets *:	70	19	90	24				
<b>Envelopes</b>								
Weight allowed for envelopes:	75	20	100	27	75	20	120	32
Recommended weight for envelopes:	80	21						
<b>Cards</b>								
Weight allowed for cards:	100	27	150	39	100	27	200	50
Recommended weight for cards:	100	27	135	36				
<b>Banners</b>								
Weight allowed for banners:					70	19	90	24
Recommended weight for banners:					80	21		
<b>Transparencies</b>								
Thickness of film permitted:	90 µm		125 µm		90 µm		125 µm	
Thickness of film recommended:	100 µm		120 µm					

\* For best results, use of 80 g/m<sup>2</sup> (21 lb.) single sheets is recommended.

The use of single sheets having a weight of between 60 and 70 g/m<sup>2</sup> (inclusive) is recommended only for printing or copying texts.

## PRECAUTIONS

- Use of poor quality paper can adversely affect the quality of the print/copy.
- Check that the sheets of paper are loaded without impediment, and that there is not too much or insufficient play.
- Sheets of paper and envelopes must not be bent, creased or torn, as this may cause them to jam or prevent them from being fed correctly into the machine. Only use paper that is in good condition and meets the requirements listed in this chapter.
- Only load paper of the same format and thickness into the ASF at any one time.
- Printing on both sides of sheets increases the risk of jamming or feed anomalies and could cause the ink to smudge.
- **NEVER** attempt to print on the back of envelopes.
- When using special print media print **ONLY** on the side of the paper marked as being the print side.
- When adding paper to the ASF, insert it **BEHIND** the paper already loaded. It is preferable that all the paper be reloaded together.
- When using special print media, read carefully the manufacturer's instructions on the packaging.
- Note that pages with a high print density will tend to curl. Such pages may mark the back of the sheet stacked above them, because they require a longer drying time.  
A specific option may be selected via the Printer Monitor (Drying Time). Alternatively, remove the document from the machine immediately and leave it to dry before handling it.





**FACSIMILE**





## CONNECTING

### TO A PUBLIC LINE

The fax machine is already set for connection to a public line. Nevertheless, it is best to check that:

- the "PUBLIC LINE" parameter is selected
- the dialling mode selected (tone = multifrequency or pulse = decadic) corresponds to that of the public telephone exchange to which the fax machine is connected. If in doubt about the selection to be made, ask the public telephone network manager.

**In some countries the pulse dialling mode is not available.** In this case, the fax machine will not show the messages given in steps 5 and 6 of the following procedure:

1. Make sure that the display shows the initial waiting mode, and the date and time.

RX ON FAX	100%
02-10-99	15:29

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / ◀ / ▼ / 1-9

3. Press **9** on the numeric key pad.

9.INSTALLATION
( F ) / ◀ / ▼ / 1-9

4. Press the **START** key.

TEL. LINE SET-UP
( F ) / ◀ / ▼

5. Press the **START** key.

PUBLIC LINE
◀ / ▼ / ◀/→

*If the fax machine is set for connection to "Private Line", press the ▶ key to select connection to "Public Line".*

6. Press the **START** key.

PSTN DIAL: TONE
◀ / ▼ / ◀/→

7. Press the ◀ / ▶ keys to select the other dialling mode: «PSTN DIAL: PULSE».

PSTN DIAL: PULSE
◀ / ▼ / ◀/→

8. Press the **START** key to confirm the selection and then the **STOP** to restore the fax machine to the initial waiting mode.

RX ON FAX	100%
02-10-99	15:29

### Connecting to a Private Line (PBX)

To connect your fax machine to a private line and to be able to use it on a public line as well, you have to:

- select the "PRIVATE LINE" parameter,
- set the dialling mode (tone or pulse) to the one used by the private telephone exchange (switchboard) that manages the line to which the fax machine has been connected. If in doubt about the selection to be made, ask the private telephone network manager,
- set the output mode (area code or flash) to access the public telephone exchange from the private telephone exchange (switchboard),
- adjust the dialling mode (tone or pulse) to the one used by the public telephone exchange.

**In some countries the pulse dialling mode is not available.** In this case the fax machine will not show the messages given in steps 6, 7, 10 and 11 in the following procedure:

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
02-10-99	15:29

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / ◀ / ▼ / 1-9

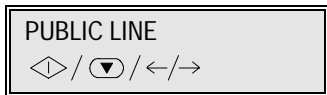
3. Press **9** on the numeric key pad.

9.INSTALLATION
( F ) / ◀ / ▼ / 1-9

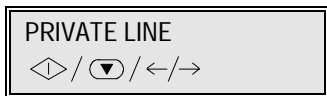
4. Press the **START** key.



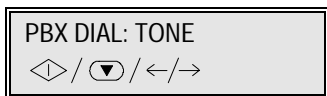
5. Press the **START** key.



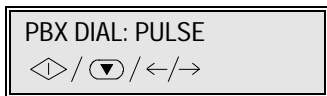
6. Press the ◀ / ▶ keys to show the other option available: «PRIVATE LINE».



7. Press the **START** key.



8. Press the ◀ / ▶ keys until the display shows: «PBX DIAL: PULSE».



9. Press the **START** key to confirm your selection.



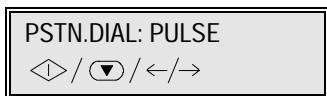
10. Press the ◀ / ▶ keys to show the other option: «EXT.LINE: FLASH» or go directly to step 10 if you want to confirm the «EXT.LINE: PREFIX.» output mode.



11. Press the **START** key.




12. Press the ◀ / ▶ keys to select the other dialing mode: «PSTN SEL. DIAL PULSE».



13. Press the **START** key to confirm your selection, and then the **STOP** key to restore the fax machine to the initial waiting mode.



 If you have confirmed the «EXT.LINE: PREFIX», output mode, the fax machine will ask you to dial the number corresponding to the prefix (max. 3 digits). Once the way in which the fax machine will connect to the public line has been confirmed,



press the **EXT.** key to access it.

## TRANSMITTING AND RECEIVING

Now that your fax machine has a name and a number, you can use it to:

- transmit documents (also in delayed mode, or using the polling method),
- receive documents (also using the polling method),
- make telephone calls (see the "Using the fax machine as a telephone").

From now on to simplify the procedure described, the following graphic representations will be used at the beginning of each procedure:



Press this key **once**



X

Press this key **X times**



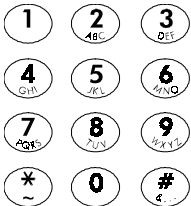
Insert the document with the transmitting or copying side face down.



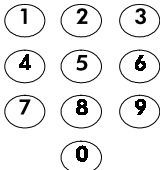
Lift the receiver.



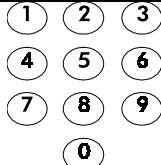
Replace the receiver.



Dial on the numeric keypad.



Press a numeric key for more than one second (one-touch dial key).



Press the **SPEED DIAL** key and enter a speed dialling code.



Incoming call

## WHAT DOCUMENTS CAN BE INSERTED IN THE ADF...

### Dimensions

- Width min. 148 mm - max. 216 mm
- Length min. 216 mm - max. 600 mm

### Thickness

- From: 60 - 90 g/m<sup>2</sup> (max. 25 sheets)
- 50 - 340 g/m<sup>2</sup> (1 sheet at a time)

For originals differing from specified formats, use the appropriate document holder.

### Recommendations

In order to avoid damaging your fax machine and/or invalidating the guarantee, make sure that the documents you use do not contain:

- staples
- paper clips
- adhesive tape
- correction fluid or wet glue.

### NEVER USE ORIGINALS THAT ARE ...



curled



too thin



torn



wet or

damp



too small



crumpled



carbon paper.

In all these cases, you must either photocopy the document and then transmit the copy, or use the appropriate document holder.




## INSERTING DOCUMENTS IN THE ADF ...

1. Fan thoroughly and square up the documents (max. 25 sheets) to be loaded in the automatic document feeder (ADF).
2. Insert the documents face down in the ADF slot, without forcing them. The documents must be slightly staggered.
3. Adjust the paper guides according to the width of the original(s).

Make sure that the document thickness lever is in the correct position (to the left for normal paper and to the right for thick or special paper).

## ADJUSTING THE CONTRAST AND RESOLUTION OF A DOCUMENT TO BE TRANSMITTED...

Before transmitting you can make some **adjustments** in order to **optimise** the print **quality**. In particular, you can adjust the **print contrast using the appropriate menu** to select a lighter or darker tone

and use the  **key** to adjust the definition of the characters by setting higher or lower resolution values depending on the type of text or images in the document.

### Select the type of contrast as follows ...

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
02-10-99	15:29

2. Insert the document in the ADF. The display will show the type of resolution set: «NORMAL».

NORMAL	100%
DOCUMENT READY	

3. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / < / > / 1-9

4. Press **8** on the numeric key pad

8.SETUP
( F ) / < / > / < / > / 1-9

5. Press the **START** key.

DATE AND TIME
( F ) / < / > / < / >

6. Press the **FUNCTION** key until the display shows:

VARIOUS SETTINGS
( F ) / < / > / < / >

7. Press the **START** key.

CONTRAST:NORM.
< / > / < / > / < / >

Press the ◀ / ▶ keys to select the other options available: «CONTRAST:LIGHT» and «CONTRAST:DARK».

CONTRAST:DARK
< / > / < / > / < / >

8. Press the **START** key to confirm your choice, then press the **STOP** key to return the fax machine to its initial waiting mode.

RX ON FAX	100%
02-10-99	15:29

### Choose the type of contrast as follows:

- **NORMAL**, if the document is neither too light nor too dark.
- **LIGHT**, if the document is particularly dark.
- **DARK**, if the document is particularly light.

## Select the type of resolution as follows ...

Select the type of **resolution**  on the basis of the following criteria:

- **NORMAL**, if the document is easily readable. The upper row of the display shows "NORMAL" and the lower shows "DOCUMENT READY».
- **FINE**, if the document contains small characters or drawings. The upper row of the display shows "FINE" and the lower shows «DOCUMENT READY».
- **EXTRA FINE**, if the document contains very small characters or drawings. The upper row of the display shows "EXTRA FINE" and the lower shows "DOCUMENT READY».
- **PHOTO**, if the document contains mainly photographic images. The upper row of the display shows "PHOTO" and the lower shows «DOCUMENT READY».
- **EXTRA PHOTO**, if the document contains photographic images and you wish to obtain an excellent reproduction. The upper row of the display shows "EXTRA PHOTO" and the lower shows «DOCUMENT READY».

When switched on, the fax is set automatically to transmit text and graphic documents with optimum definition.

To **transmit clearly defined copies of photographic images**, proceed as follows:

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
02-10-99	15:29

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / ◀ / ▼ / 1-9

3. Press **8** on the numeric keypad.

8.SETUP
( F ) / ◀ / ▼ / 1-9

4. Press the **START** key.

DATE AND TIME
( F ) / ◀ / ▼

5. Press the **FUNCTION** key until the display shows:

VARIOUS SETTINGS
( F ) / ◀ / ▼

6. Press the **START** key until the display shows: "PHOTO:AUTO". Texts and graphics are printed clearly in this mode

PHOTO: AUTO
◀ / ▼ / ◀ / ▶

7. Press the ◀ / ▶ keys to select the other option available: «PHOTO: GREY TONES». The photograph will be reproduced very clearly in this mode.

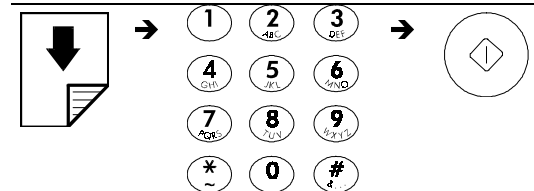
PHOTO: GREY TONES
◀ / ▼ / ◀ / ▶

8. Press the **START** key to confirm your selection and then press the **STOP** key to return the fax to its initial waiting mode.

RX ON FAX	100%
02-10-99	15:29

## TRANSMITTING A DOCUMENT ...

### Procedure A:




i.e.:

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
07-10-99	15:42


2. Insert the document in the ADF. The display shows the original value for resolution: «NORMAL».


NORMAL	100%
DOCUMENT READY	

 If the document you are about to transmit is particularly light or dark, or if it contains very small characters or drawings, you should change the pre-set contrast values.

3. Dial directly on the fax machine keypad the number (max. 64 digits) to which you want to send your document.

TYPE NUMBER
0125 230023

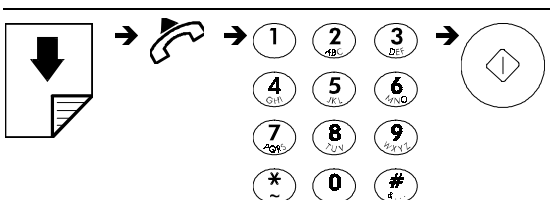
 If you dial the wrong digit: position the cursor using the ◀ / ▶ keys on the wrong digit and *overtyp*e select the correct one. If you want to delete the number completely, press the **CLEAR** key.

 Points 2 and 3 can be executed in the inverse order.

4. Press the **START** key to start the transmission. At the end the message "TX COMPLETED" is displayed for a few seconds and then the fax machine returns to the initial waiting mode.

RX ON FAX	100%
07-10-99	15:42

#### Procedure B:



i.e.:

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
07-10-99	15:42


2. Insert the document in the ADF. The display shows the original resolution value: "NORMAL».

NORMAL
DOCUMENT READY

3. Lift the handset to obtain a line.

TEL. CALL
-----------

4. Dial directly on the fax machine keypad the number (max. 64 digits) to which you want to send your document.

 If the recipient's fax machine is set for automatic reception, you will hear the fax machine's tone. If it is set for manual reception, someone will answer the phone. Ask them to press the **START** key on their fax machine and wait to hear the fax tone.

5. Press the **START** key to start the transmission. At the end of the transmission, the message "TX COMPLETED" will be displayed and the fax machine will return to its initial waiting mode.

RX ON FAX	100%
07-10-99	15:42

In both cases, the fax machine will print the **transmission** report –if enabled– once the transmission has been completed. See "**Reports and lists**" in this chapter. You can print the transmission report whenever you want to: See "**Printing reports and lists**".






If the connection is not successful due to faults on the line or if the remote party's number is busy, the fax machine **will redial automatically** up to three times.

If you want to **interrupt transmission**, press the **STOP** key. The fax machine ejects the sheet automatically. Any other sheets still in the ADF should be removed manually. The fax machine will automatically return to the initial waiting mode.

You can also transmit your original to an Internet address. See the specific section in *The Internet* chapter.

## SPECIAL DIALLING CASES ...

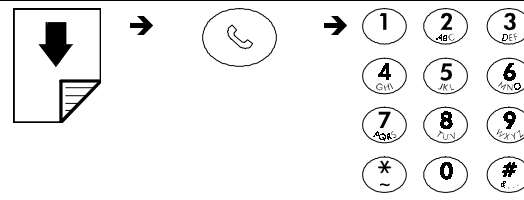
The dialling procedure described at step 3 (procedure A) and at step 4 (procedure B) changes in the following cases:

- The fax machine is connected to a private line.  
Before dialling the number, connect to the public line by pressing . The display will show an "E" (external).  
If the mode required by your telephone exchange is different from the one set on your fax machine, reprogramme it according to the required external connection mode (see "Connecting to a private line PBX").
- Temporary modification of the dialling mode.  
If the fax machine is set for pulse dialling (see "Configuring the fax to the telephone line"), to modify the setting temporarily for tone dialling, press the \* key before or while dialling the number.  
At the end of the transmission, the fax machine will restore the preset dialling mode.
- You want to call the recipient again without redialling their number.  
The fax machine always stores the last 10 numbers dialled (except for transmissions from memory). You can redial any of these numbers, with your document already in the ADF, by pressing the following keys in sequence: ,  /  and START. This feature is also useful when the transmission does not take place in spite of automatic redialling attempts.
- The recipient belongs to another area code.  
If the recipient belongs to another area code, when using a pulse dialling mode to insert a pause  (PAUSE) between the international code, the area code and the recipient's telephone number. The display shows a "P" (pause).
- The recipient is connected to a telephone exchange accessed by detection of a second tone.  
To enable the dialled number to detect a second tone of the telephone exchange, press the F (FUNCTION) key while dialling the number. The display shows ":" (this feature is only enabled in some countries).

- If you want to listen to the line tones while dialling without lifting the handset (hands free).

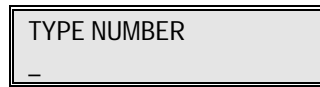
The fax machine is already enabled to listen both to the connection signals and to the line tones. If this is not the case, read the following procedures or see "To hear the connection signal" in "For more sophisticated use".

### Procedure:

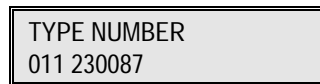


i.e.:

1. Connect to the line by pressing the **HOOK** key on the fax machine.



2. Dial the recipient's number on the numeric keypad on the fax machine.



3. Press the **START** key to start the transmission.

- If you want to use rapid dialling procedures.  
The fax machine also has rapid dial features: one touch dial and speed dialling. To use these features, you must programme them as described in "Programming one touch dial and speed dialling".

Once you have programmed them, it will be sufficient to press one key (one-touch dial) or the



key followed by a two digit numeric code (speed dialling) to dial a number (see "Transmitting with one touch dial" and "Transmitting with speed dialling").

## TRANSMITTING A DOCUMENT USING THE MEMORY IMMEDIATELY OR AT A PRESET TIME (DELAYED TRANSMISSION) ...

The fax machine has a memory which allows you to send documents at a preset time (delayed transmission) and to transmit a document to several recipients (max. 50 - broadcasting transmission).

The fax machine will only allow you to memorise one transmission at a time.

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
07-10-99	15:42

2. Insert the document into the ADF.

NORMAL	100%
DOCUMENT READY	

3. Select the contrast and resolution you consider most appropriate.

4. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / ◀ / ▼ / 1-9

5. Press the **START** key. The fax machine starts storing the document. While the document is being stored, the display shows: «RESOL. 100%» (first line); «MEMORIS. #XXX» (second line), including the stored percentage and the amount of memory free, which will gradually decrease as the document is stored. When finished, you will see the total number of pages stored for a few seconds and then the following message will be displayed:


TYPE TIME
HH:MM


6. Enter the transmission time then press the **START** key, or press the **START** key immediately to confirm the time displayed.

TYPE NUMBER
N/TOUCH/SPEED/@

7. Dial the number to select the recipient in any one of the possible dialling modes, then press the **START** key. The fax machine will ask you to enter another number.

TYPE NUMBER
N/TOUCH/SPEED/@

 To send the document to several recipients, repeat step 7 as many times as necessary, then press the **START** key to end the procedure.

 If you want to send the document to only one recipient, press the **START** key immediately, without entering any other numbers.

When the transmission is finished, if it **has been enabled**, the fax machine will automatically print out the **broadcasting report** (if it was sent to several recipients, or a **transmission report** (if the document was sent to one recipient). See "Printing reports and lists" below.

To **interrupt the transmission**, press the **STOP** key. If the transmission is busy with a broadcast transmission, only the current recipient will be stopped, and the transmission will continue from the next recipient on the list.

The fax machine automatically cancels all memorised transmissions following successful transmission.

Once set, transmission from memory can be:

- **modified** if the dialling procedure is not already in progress,
- resent if programmed to do so in the event of failed transmission (see "Enabling/disabling the re-transmission of a failed transmission from memory" in "For a more sophisticated use",
- **cancelled** at any time.

You can request a **printout** of the **settings**, from which the following information may be obtained:

- ◆ **Activity/Doc Number:**  
Reference number of the stored document. This number associates a document with each transmission (single or broadcasting) operated from memory.
- ◆ **Total Pages:**  
Total number of pages of the stored document.
- ◆ **Set for:**  
Date and time at which the transmission was set to take place in the memory (single or broadcasting).
- ◆ **Type:**  
Type of transmission set.
- ◆ **Dialled Number:**  
Fax number for the recipient called.
- ◆ **Recip. Number/Name:**  
Number (and name where set) of recipient selected.  
This number corresponds to the selected number only if the recipient has set his own number

correctly on his fax machine. Otherwise, it may differ or be missing.

If the **transmission** was done using **Fax2Net**, this will be indicated instead of the number/name.

If the **transmission** was sent in **confidential** mode, and was therefore sent to a **confidential mailbox** in the recipient's fax machine, the print-out will show:

**Mbox Id:** identity number for the remote party's confidential mailbox.

**Mbox.Acc.C:** Access code for the recipient's private box.

◆ **Date/Time:**

The date and time at which the transmission was launched from the memory. In the case of broadcast transmissions, the date and time for each individual transmission is indicated.

◆ **Duration:**

Duration.

◆ **Pages:**

Number of pages transmitted.

◆ **Status:**

Status of transmission(s) from memory. In the case of broadcast transmissions, the status of each individual transmission on the list will be shown.

## CHANGING, RESENDING OR CLEARING A TRANSMISSION ALREADY STORED ...

1. Make sure you have set a transmission from memory.



RX ON FAX 98%  
TX MEM SET

2. Press the **FUNCTION** key.



1.MEMORY TX  
( F ) / ◀ / ▶ / 1-9

3. Press the **START** key.




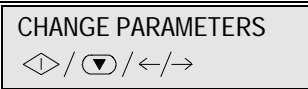
ALREADY ENTERED  
◀ / ▶

4. Press the **START** key.




PRINT SETTING  
◀ / ▶ / ← / →


 *If you only want to print the settings, press the **START** key. When the printout is complete, the display will show «CHANGE PARAMETERS».*




CHANGE PARAMETERS  
◀ / ▶ / ← / →

5. Press the ◀ / ▶ keys to display the other option available: "CANC. SETTINGS.", then press the **START** key to confirm your selection.

 *If you choose "CHANGE PARAMETERS", continue as indicated in steps 6 and 7 of the procedure "Transmitting a document from memory".*

 *If the transmission from memory has already begun, the message "NOT ALLOWED" will be displayed. In this case, as already stated, it cannot be modified, if the dialling procedure is already in progress.*

 *If you choose "CANCEL SETTING.", the fax machine will clear the setting and the relative document from the memory and then return automatically to the initial waiting mode.*

## RE-SENDING DOCUMENTS/PAGES FROM MEMORY AUTOMATICALLY ...

If, for any reason, your document or pages of a document are not transmitted or are transmitted unsatisfactorily, you can set the fax machine to re-send either the entire document or individual pages of the document by setting the appropriate procedure before beginning transmission.

Proceed as follows:

1. Make sure that the display shows the initial waiting mode, and the date and time.

RX ON FAX	100%
09-10-99	16:18

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / ◀ / ▼ / 1-9

3. Press **8** on the numeric key pad.

8.SETUP
( F ) / ◀ / ▼ / 1-9

4. Press the **START** key; the display shows:

DATE AND TIME
( F ) / ◀ / ▼

5. Press the **FUNCTION** key until the display shows:

VARIOUS SETTINGS
( F ) / ◀ / ▼

6. Press the **START** key until the display shows:

AUTO RE-TRAN:NO
◀ / ▼ / ◀/→

7. Press the **START** key, if you wish to **exclude** certain **pages** not transmitted.

Otherwise, press the ◀ / ▶ : key to show the other option; the display shows:

AUTO RE-TRAN:YES
◀ / ▼ / ◀/→

8. Press the **START** key to automatically re-send pages not received by your correspondent during transmission of the document.

The display will show:

RE-TRANS DOC.:NO
◀ / ▼ / ◀/→

9. If you do not want any documents in memory to be re-sent automatically, press the **STOP** key. The fax machine will return to the initial waiting mode.

Otherwise, press the ◀ / ▶ keys to show the other option; the display will show:

RE-TRANS:DOC.:YES
◀ / ▼ / ◀/→

10. Press the **START** key and then the **STOP** key to return the fax machine to the initial waiting mode.

*This procedure is valid only for documents sent from memory.*

## IF THE TRANSMISSION IS NOT SUCCESSFUL...

### 1. using the ADF:

- a) If the transmission is not performed because of line or fax problems, the indicator light ▲○ (ERROR) lights up and the fax machine beeps; in this case the fax machine automatically prints the transmission report (see "Printing reports and lists"), in which an error code indicates the cause. (You will find a list of error codes in "Maintenance".)

When the printout is completed, press the STOP key to switch the indicator light off and remove the document from the ADF manually.

- b) If you attempt to transmit a document that is too long (more than 600 mm) or if the document is jammed during transmission, the fax machine interrupts the transmission automatically, the indicator light ▲○ (ERROR) lights up and the fax machine beeps to warn you.

### 2. from memory:

- a) If transmission to one or more recipients is not successful during a broadcast transmission, a broadcast report is printed on completion of the process indicating the outcome for each recipient on the list.
- b) If transmission is unsuccessful due to the number being engaged, the fax machine will retry the number up to three times. After the last unsuccessful attempt, a report is printed out with a code indicating the type of error.

## RECEIVING A DOCUMENT ...

You can set the fax machine to receive documents in six different ways, which can be accessed by pressing the RX MODE key.

- ◆ **Manual reception (MANUAL)**, for whenever you want to answer calls personally.
- ◆ **Automatic reception (RX ON FAX)**, for when you are absent, but wish to receive faxes anyway. (This is the mode in which the fax machine is preset).
- ◆ **Automatic reception with call type recognition (FAX/PHONE)**. In this reception mode, the fax machine connects to the phone line after a certain number of rings, and is able to recognise whether the incoming call is a fax or phone call.
- ◆ **Using the answering machine (FAX/TAD)**. In this mode, the answering machine receives calls, records any messages from the caller, and if it recognises that the call is from a fax machine it allows the fax machine to receive the call.
- ◆ **Receiving via a PC (RX ON PC)**. In this mode, documents received will be memorised on the fax machine, or the PC and may be printed later using the fax machine (see the specific section of the **electronic documentation** loaded when you installed the software onto your PC).
  - If the PC is on and the appropriate application open, the document is memorised directly on the PC.
  - If the PC is off and/or the application is closed, the document received will be saved on the fax machine, and will be transferred to the PC as soon as it is switched on and/or the application is opened.
- ◆ **Receiving messages via the answering machine on the PC (PC/TAD)**. In this reception mode, the answering machine receives the call, records the caller's message and if it recognises that a fax is to be received it allows the PC to receive it.
  - If the PC is on with the appropriate application open, the document is stored directly on the PC.
  - If the PC is off and/or the application is closed, the document being received is memorised on the answering machine and transferred to the PC as soon as it is switched on and/or the application is opened.



## PRINTING DOCUMENTS ...

If you are using a colour print head, you have to decide whether to continue printing incoming documents in the event that the black ink runs out.

Proceed as follows:

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
09-10-99	16:18

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / ◀ / ▼ / 1-9

3. Press **8** on the numeric key pad.

8.SETUP
( F ) / ◀ / ▼ / 1-9

4. Press the **START** key.

DATE AND TIME
( F ) / ◀ / ▼

5. Press the **FUNCTION** key until the display shows:

PRINT SETTINGS
( F ) / ◀ / ▼

6. Press the **START** key until the display shows:

PRINT:BLACK ONLY
◀ / ▼ / ←/→

7. Press the **START** key if you wish incoming documents to be printed using only black ink, then press the **STOP** key to return the printer to the initial waiting mode.

Otherwise, press the ◀ / ▶ keys to show the other option; the display shows:

PRINT:BLACK COMP
◀ / ▼ / ←/→

8. Press the **START** key to confirm your selection, then press the **STOP** key to return to the initial waiting mode.

Under this setting, when the black ink in the print head runs out, incoming documents will continue to be printed, using black ink created by the blending of the other three colours in the print head.

## IF THE FAX MACHINE RUNS OUT OF PAPER OR INK, OR IN CASE OF A POWER FAILURE ...

Thanks to its **memory**, the fax machine **will still be able to receive even if**:

- there is no paper,
- there is no ink or print head.

If the **paper runs out** or **jams** during reception or if the **ink runs out**, the fax machine stops printing and the display shows the appropriate message. **The document** being received **will be stored in the memory temporarily**. Once the problem has been solved, the fax will continue printing.

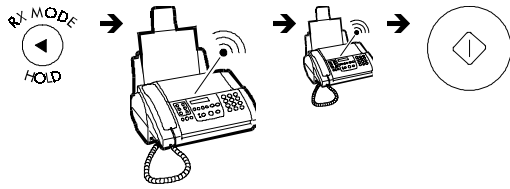
In case of a **power failure**, the fax machine will retain the date and time, the numbers programmed for one-touch or speed dialling and the reports in its memory. Documents in the memory will be retained for one hour, after which they will be lost. In this case, the fax machine will automatically print a report indicating the total number of pages (to be transmitted and received) cancelled from its memory.

## RECEPTION MODES ...

In any **non-manual RX MODE**, if you raise the receiver immediately, you must press the **START** key to begin receiving the fax.

### Manual reception ...

#### Procedure:



i.e.:

1. Ensure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
09-10-99	14:09

2. Press the **RX MODE** key until manual reception is selected.

MANUAL	100%
09-10-99	14:09

3. When the phone rings, lift the receiver to connect to the telephone LINE.

TEL. CALL
-----------

4. As soon as you hear the fax tone or when asked to do so by the caller, press the **START** key.

CONNECTION
------------

5. Replace the handset. The fax machine begins receiving the message and the display shows information regarding the incoming message, including the sender's fax number or (if programmed) his name.

6. On completion, the message "RX COMPLETED" is shown on the display for a few seconds, and then the fax machine returns to the initial waiting mode.

MANUAL	100%
09-10-99	14:09

If the caller called **just to speak**, replace the receiver **at the end of the conversation**.

If your **telephone installation has several sockets** and the connected telephone is not near the fax machine, you can **enable** the fax machine for **remote reception (REMOTE)** provided that the telephone works with **tone dialling** (multi-frequency):

- Connect to the line by lifting the handset.
- Press the \* key on the telephone, followed by the remote control code. Remember that the code must be the one previously programmed (see "Changing the remote control code" in "For more sophisticated use").

### Automatic reception ...

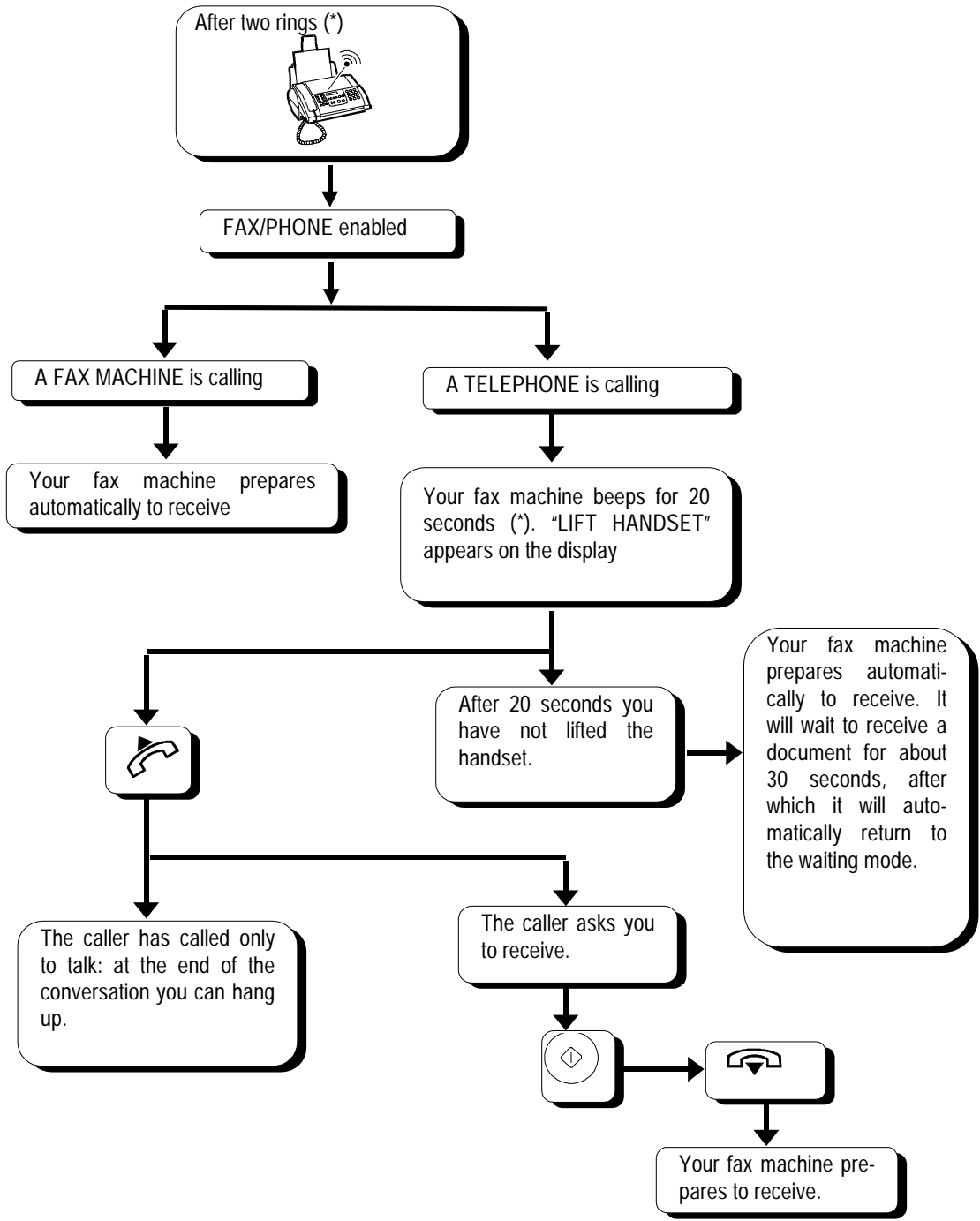
The fax machine receives documents automatically without any intervention.

The fax machine is already programmed to receive documents in automatic mode. However, if it is programmed differently, press the **RX MODE** key until the display shows "RX ON FAX".


### Automatic reception with call type recognition ...


You have programmed the fax machine by pressing the **RX MODE** key to receive in this mode (the display must show "FAX/PHONE").


The behaviour of the fax machine in this reception mode will depend on the caller. This procedure is illustrated in the following diagram:



(\*) You can modify the number and volume of the rings and the duration of the beep emitted by the fax machine. In some countries, in this reception mode you can access the ring frequency recognition service (see "For more sophisticated use").

 if you pick up the handset before the second ring and hear the fax tone, press the **START** key and replace the handset. Your fax machine is now ready to receive.

 If your telephone installation has several sockets, you can set your fax machine for remote reception (**REMOTE**) as explained in "Manual Reception".

 If your telephone installation has several sockets, you can connect to the line within 20 seconds from a secondary set, provided it works with tone (multi-frequency) dialling: lift the handset and press the \* and # keys.

---

### Receiving with an answering machine ...

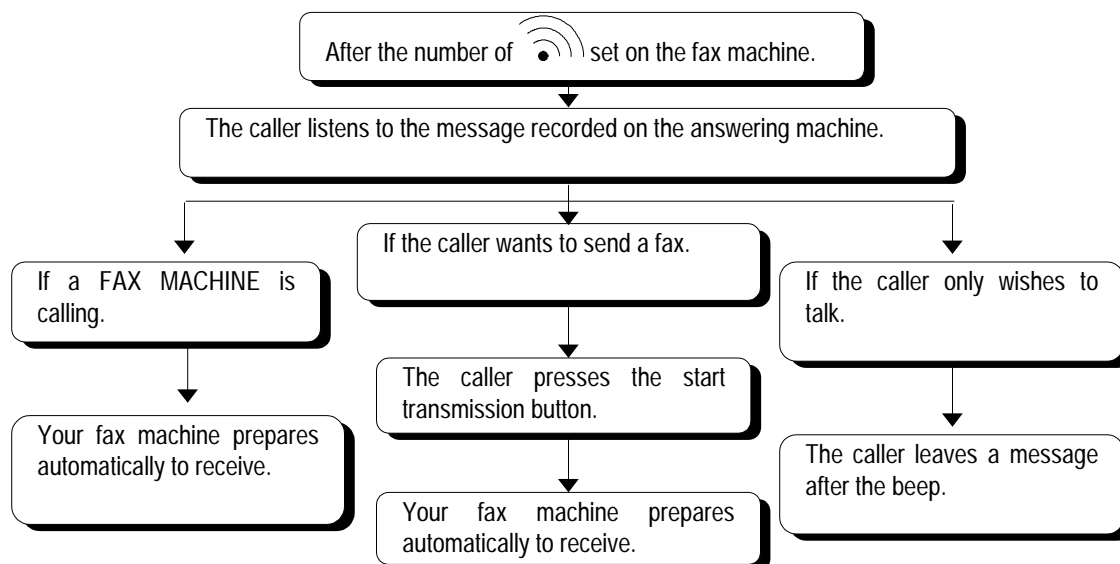
- If your fax machine has an answering machine and you have set it to receive in this mode by pressing the RX MODE key (the display must show « FAX/TAD»), make sure that:
  - the **answering machine is switched on**.
  - the **number of rings** before the answering machine will answer is **less than 5**.
  - the **silence lapse** (the time after which the answering machine hangs up if it does not detect either a reply message or the connection tones) **set on the answering machine is longer than that set on the fax**

**machine** (to change the time set on your fax machine; see "Changing the silence lapse" in "For more sophisticated use").

- the **message recorded in the answering machine** does not exceed 15 - 20 seconds.

In some countries, in the " FAX/TAD reception mode you can also **access the service for recognition of the ring frequency** (see "For more sophisticated use").

The behaviour of your fax machine depends on the caller, as shown in the following diagram:



## PROGRAMMING ONE-TOUCH AND SPEED DIALLING ...

As illustrated in “special dialling cases”, you can programme the fax machine to carry out the following rapid dialling procedures:

- One-touch dialling
- Speed dialling

### One-touch dialling ...

You can **associate a fax or telephone number or an internet address**, and a **name** to each of the 10 one-touch keypad numeric keys (0-9). The number/name stored will be selected automatically when you hold down the corresponding key for more than a second. You may also **transmit in a confidential mode**. In this case the document transmitted will not be printed immediately by the fax machine receiving it. This method of transmission requires that **the recipient's fax machine has a suitable storage file**, known as “**Confidential Mailbox**” (see specific section).

#### Associating a fax or telephone number:

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
09-10-99	16:18

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / 1-9

3. Press **8** on the numeric keypad.

8.SETUP
( F ) / < / > / 1-9

4. Press the **START** key.

DATE AND TIME
( F ) / < / > /

5. Press the **FUNCTION** key until the display shows:


ONE-TOUCH DIALLING
( F ) / < / > /

6. Press the **START** key.


ONE-TOUCH DIAL.
( 0 - 9 ):

7. Press the numeric key to which you want to associate a fax/telephone number (for example 1).



1: FAX/TEL NUM.
-----------------



 If a number has already been stored under this key, it will be displayed.

8. Dial the recipient's fax/telephone number (max. 64 digits) on your fax machine's numeric keypad.

 If you enter a wrong digit, position the cursor on it and press the correct one.

If you want to delete the number completely, press the **CLEAR** key.

 If your fax machine is connected to a private line, connect to the public line by pressing the  (EXTERNAL) key. The display shows the letter “E” (external). If the external connection mode required by your telephone exchange is different from the one set on your fax, re-programme it according to the external connection mode required (see “Connecting to a Private Line”, in “Configuring the fax to the telephone line”).

 If the recipient belongs to another telephone area code, it is better to enter a pause (using the  (PAUSE) key) between the international code, the area code and the individual telephone number.


9. Press the **START** key to confirm your selection. The fax machine will ask you enter the recipient's name.

1:NAME
_

#### Associating a name:

The name has no effect on dialling, but is useful for checking. If a name has already been stored, it will be displayed.


10. Enter the recipient's name (max. 16 characters) as you did for your own name and fax number (see **INSTALLATION**).

 If you make a spelling mistake, position the cursor under the incorrect letter and type the correct letter.

To cancel the name completely, press the **CANCEL** key.

11. Press the **START** key to confirm your setting.

SECURITY: YES ◀ / ▼ / ←/→
------------------------------

 If you do not wish to transmit in confidential mode press the ◀ / ▶ keys to see the other option available: «SECURITY:NO», and then press the **START** key and move on to step 15.

12. Press the **START** key to set the security functions.

1:MBOX ID _
----------------

13. Type in the confidential box's identity number (max. 20 digits), and press the **START** key to confirm the setting.

1:MBOX.ACC.C. _
--------------------

14. Type in the recipient's confidential mailbox code (max. 20 digits) and press the **START** key to confirm the setting.

OTHER: YES ◀ / ▼ / ←/→
---------------------------

15. You can now programme another one-touch dial numeric key by pressing the **START** key and repeating the procedure in step 7, or you can leave this procedure and return the fax machine to the initial waiting mode by pressing the **STOP** key.

#### Associating an Internet address:

If you wish to associate an Internet address to a one-touch dial key rather than a fax number, **follow points 1 to 7 in the procedure above and then continue as follows:**

*The FAX/TEL NUM. field MUST be empty. If there are characters in this field, the @ key will NOT be accepted and an acoustic signal indicating incorrect operation will be emitted. Press the CLEAR key to cancel any characters, and then press the @ key again.*

8. Press the @ key on the operator panel; the display shows:

1:ADDRESS _
----------------

9. Type in the entire address, using the alphanumeric keypad; the alphabetical characters are displayed in lower case. If the address contains upper case characters, press the F (FUNCTION) key to insert them.

10. Press the **START** key to confirm the selection. The fax machine will ask you to type in the name associated with the internet address:

1:NAME _
-------------

11. Type in the name (max. 16 characters).

12. Press the **START** key to confirm the setting; the display will show:

OTHER: YES ◀ / ▼ / ←/→
---------------------------

13. You can now programme another one-touch dial key by pressing the **START** key and repeating the procedure. Otherwise, you can exit from this procedure by pressing the **STOP** key and return the machine to the initial waiting mode.

## Speed dialling...

Using **codes (01-50)**, you can store more **fax or telephone numbers** or **internet addresses**, and **names** which can be selected by pressing the **SPEED DIAL** key, typing in the code and pressing the **START** key.

You may also **transmit in a confidential mode**. In this case the document transmitted will not be printed immediately by the fax machine receiving it. This method of transmission requires that **the recipient's fax machine has a suitable storage file**, known as "**Confidential Mailbox**" (see specific section).

### Associating a fax or telephone number:

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
09-10-99	16:18

2. Press the **FUNCTION** key .

1.MEMORY TX
( F ) / < / > / 1-9

3. Press **8** on the numeric keypad.

8.SETUP
( F ) / < / > / 1-9

4. Press the **START** key.

DATE AND TIME
( F ) / < / > /

5. Press the **FUNCTION** key until the display shows:


SPEED DIAL
( F ) / < / > /

6. Press the **START** key.


TYPE SPEED DIAL.
(01 - 50):

7. Type the speed dial code that you wish to associate the fax/telephone number with (for example, **01**).



01: FAX/TEL NUM.
_



 If a fax or telephone number has already been stored the display will indicate this.

8. Dial the recipient's fax/telephone number (max. 64 digits) using the fax machine's numeric keypad.

 If you enter a wrong digit, position the cursor on it and type the correct one.

If you want to delete a number completely, press the **CANCEL** key.

 If your fax machine is connected to a private line, connect to the public line by pressing the  (EXTERNAL) key. The display shows the letter "E" (external). If the external connection mode required by your telephone exchange is different from the one set on your fax, re-programme it according to the external connection mode required (see "**Connecting to a private line**" in "**Configuring the fax machine to the telephone line characteristics**").

 If the recipient belongs to another telephone area code, it is better to enter a pause  (PAUSE) key between the international code, the area code and the recipient's number.

9. Press the **START** key to confirm the setting. The fax machine will ask you to key in the remote party's name.


01:NAME
_

### Associating a name:

The name has no effect on dialling, but is useful for checking.


If a name has already been stored, it will be displayed.

10. Type in the remote party's name (max. 16 characters) as you did for your own name and fax number (see **INSTALLATION**).

 If you make a spelling mistake, position the cursor under the incorrect letter and enter the correct one. If you wish to cancel the name completely, press the **CANCEL** key.

11. Press the **START** key to confirm the setting.

SECURITY:YES
< / > / <- / ->

 If you do not wish to transmit in confidential mode, press the **◀ / ▶** keys, to show the other option available: «SECURITY:NO», after which press the **START** key, and move on to point 15.

12. Press the **START** key to set the security function.

01:MBOX ID  
\_

13. Key in the identification code for the remote party's confidential mailbox (max. 20 digits), for example 1234, and press the **START** key to confirm the setting.

01:MBOX ACC.C.  
\_

14. Key in the access code for the remote party's confidential mailbox (max. 20 digits) and press the **START** key to confirm the setting.

OTHER:YES  
◁ / ▾ / ←/→

15. You can now programme another speed dial code, pressing the **START** key and repeating the procedure from point 6, otherwise you can exit the procedure and return the fax machine to the initial waiting mode by pressing the **STOP** key.

### Associating an Internet address:

If, instead of a fax number, you wish to associate an Internet address with a speed dial code, **follow points 1 to 7 of the previous procedure and then continue as follows:**

8. Press the @ key on the operating console; the display will show:

01:ADDRESS  
\_

9. Type in the entire address, using the alphanumeric keypad; the alphabetical characters are displayed in lower case. If the address contains upper case characters, press the **F** (FUNCTION) key to insert them.

10. Press the **START** key to confirm the setting. The fax machine will ask you to enter the name associated with the internet address.:

01:NAME  
\_

11. Type in the name (max. 16 characters).

12. Press the **START** key to confirm the setting; the display will show:

OTHER:YES  
◁ / ▾ / ←/→

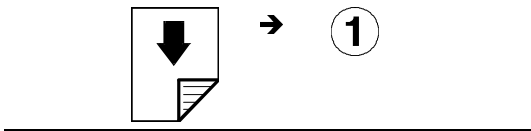
13. You can now programme another speed dial code by pressing the **START** key and repeating the procedure, otherwise you can return the fax machine to the initial waiting mode by pressing the **STOP** key.

If you wish, you can print information stored under the 10 one-touch dial keys and under the 50 speed dial codes (see «Printing reports and lists»). The correctness of the numbers/addresses (for fax, telephone, or Internet) can be checked, along with all the other information. You can also check which keys have been programmed and which are still free.



## TRANSMITTING USING ONE-TOUCH DIALLING ...

### Procedure:



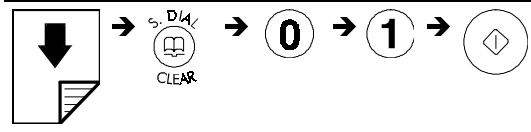
As for normal transmitting (see “Transmitting a document”), you can set the contrast and the resolution before starting the transmission.

Pressing the numeric key required for more than one second (1 in the example), the display will show the fax number that is associated with that number. If the name has also been stored, it will also be displayed.

Dialling starts automatically. After the last number has been dialled, the transmission continues as described in “Transmitting a document”.

## TRANSMITTING USING SPEED DIALLING ...

### Procedure:



As when transmitting normally (see “Transmitting a document”), the contrast and resolution can be set before starting the transmission.

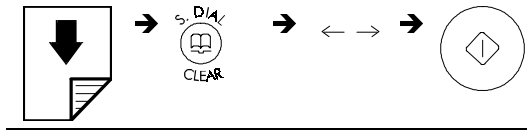
When you press the **SPEED DIAL** key, followed by a speed dial code (01 in the example), the display will show the fax number associated with that code. If the name has also been stored, the display will show this as well.

Dialling starts automatically. When the last number has been dialled, the transmission continues as described in “Transmitting a document”.

## TRANSMITTING USING ONE-TOUCH OR SPEED DIALLING BY SEARCHING THE CORRESPONDING LISTS ...

If you do not remember which numeric one-touch or speed dialling key you have associated to a particular fax number, you can still start the transmission by consulting the corresponding key/code list as follows:

### Procedure:



i.e.:

1. Ensure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
11- 10-99	12:07

2. Insert the document into the ADF. As during normal transmission (see “Transmitting a document”), the contrast and resolution can be set before starting the transmission.

NORMAL	100%
DOCUMENT READY	

3. Press the **SPEED DIAL** key.

FAX CALL
CODE ←/→

4. Press the ◀ / ▶ keys to find the fax number or name of the remote party to whom you wish to send your document. The numbers/names are listed in the order of initial character indicated below:

```
SPACE
0 1 2 3 4 5 6 7 8 9
A Å Ä Æ B C Ç D E F G H I J K L M N Ñ O Ø Ö Õ P
Q R S β T U Ü V W X Y Z
! " # $ % & ' ( ) * + , - . / : ; < = > ? @ [ ] ^ _ ' { | } ¨ ¸ ° ~
```

5. Press the **START** key to start dialling. When the last number has been dialled, the transmission continues as described in “Transmitting a document”.

## PRINTING REPORTS AND LISTS ...

### Reports...

By **printing reports**, the fax machine gives you the possibility of **checking the outcome of all transactions** (transmissions and reception), the number of documents handled, and other useful information. Some reports are always printed automatically by the fax machine, while others can be programmed to be printed at regular intervals or as and when required. The following list serves as a guide for identifying the types of report. For printing and interpreting them, see the relevant chapters:

- **Power failure report** : printed automatically when power is restored. The fax machine can behave in two different ways:
  - If the power failed **during transmission or reception**, a last **transmission/reception report** will be printed automatically. This report contains the data regarding the transmission/reception in progress and indicates error code **16 POWER FAILURE** as the outcome.
  - If the power fails (and is not restored within an hour) **during or after memory transmission or reception**, a report is automatically printed, containing the information regarding the documents (number of pages, type of document, etc.) that were cancelled from the memory as a result of the power failure.
- **Activity report**: contains data relating to the **last 22 transactions** (transmissions or receptions), stored in the fax machine's memory. This report is **printed automatically** (after the twenty-second transaction, and the data is then cancelled from the memory) **or on request**.
- **Transmission report**: contains data regarding the last transmission. The fax machine is **factory set** to print **automatically** this type of report **only in the case of failed transmission** (TX REPORT:FAILED).
- If you want to print it **always and automatically after each transmission** (TX REPORT:ALWAYS) or **only upon specific request** (TX REPORT:NO), see the next paragraph.
- **Last broadcast transmission report**: contains data relating to the last broadcast transmission and can be printed, where programmed, automatically after each broadcast transmission or on request when required.
- **Last reception report**: contains data relating to the last reception and can be printed when required.
- **Last polling reception report**: contains data relating to the last polling reception and can be printed when required (see "*Transmitting and receiving a document with the polling method*" in "For more sophisticated use").
- **Caller identification report**: can be printed only on request and contains the following information:
  - **Caller's name**. This may include:
    - the name of the remote party that called you, or
    - PRIVATE: where the remote party has chosen not to reveal their identity, or
    - NOT AVAILABLE: where a remote party is connected to a telephone network that does not offer this service, or
    - NOT RECEIVED: where the remote party's name was not received.
  - **Caller's number**. This may include:
    - the number of the remote party that called you, or
    - PRIVATE: where the remote party has chosen not to reveal their identity, or
    - FAX2NET: where the transaction has taken place using the Internet provider.
    - NOT AVAILABLE: where the remote party is connected to a telephone network that does not offer this service, or
    - NOT RECEIVED: where the caller's number was not received.
  - **Date/time**:
    - Date and time at which the call was received.

## Enabling/disabling the automatic printing of successful and unsuccessful transmission reports ...

1. Ensure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
11-10-99	12:24

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / < / > / 1-9

3. Press **8** on the numeric key pad.

8.SETUP
( F ) / < / > / < / > / 1-9

4. Press the **START** key.

DATE AND TIME
( F ) / < / > / < / >

5. Press the **FUNCTION** key.

VARIOUS SETTINGS
( F ) / < / > / < / >

6. Press the **START** key until the display shows:

TX.REPORT:NO
< / > / < / > / < / >

7. Press the **◀ / ▶** keys to show the other two options available: "TX REPORT:ALWAYS" and "TX REPORT:FAILED".

TX REPORT:FAILED
< / > / < / > / < / >

*Choosing "REPORT TX:FAILED" sets the fax machine to print a report automatically, but only after failed transmissions. "REPORT TX:ALWAYS" sets the fax to print a report after each and every transmission, irrespective of the result. Choosing "REPORT TX:NO" sets the fax machine not to print automatically a report.*

8. Press the **START** key to confirm this choice, then press the **STOP** key to return the fax machine to the initial waiting mode.

RX ON FAX	100%
11-10-99	12:24

## Enabling/disabling the automatic printing of broadcast transmission reports ...

1. Ensure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
11-10-99	12:39

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / < / > / 1-9

3. Press **8** on the numeric key pad.

8.SETUP
( F ) / < / > / < / > / 1-9

4. Press the **START** key.

DATE AND TIME
( F ) / < / > / < / >

5. Press the **FUNCTION** key.

VARIOUS SETTINGS
( F ) / < / > / < / >

6. Press the **START** key until the display shows:

BROADCAST REPORT:YES
< / > / < / > / < / >

7. Press the **◀ / ▶** keys to see the other option available: "BROADCAST REPORT:NO".

BROADCAST REPORT:NO
< / > / < / > / < / >

8. Press the **START** key to confirm this choice, then press the **STOP** key to return the fax machine to the initial waiting mode.

RX ON FAX	100%
11-10-99	12:39

## Printing transmission, activity, broadcast transmission, reception and caller ID reports on request

1. Ensure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
11-10-99	14:55

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / ◀ / ▼ / 1-9

3. Press **2** on the numeric key pad.

2.PRINT OUT REP.
( F ) / ◀ / ▼ / 1-9

4. Press the **START** key.


LAST TX REPORT
◀ / ▼ / ←/→

5. Press the ◀ / ▶ keys to see the other options available: "REPORT LAST BROAD.", "REPORT ACTIVITY", «REPORT LAST RX», «LAST POLL.RX REPORT", "CALLERS' ID REPORT", "EXIT MENU".

ACTIVITY REPORT
◀ / ▼ / ←/→

6. Press the **START** key to confirm this choice. The fax machine returns to the initial waiting mode automatically.

RX ON FAX	100%
11-06-99	14:55

 After choosing «EXIT MENU», press the **STOP** key to return the fax machine to the initial waiting mode.

## Interpreting reports...

The reports contain the following information:

- **Act.N./Doc:**  
Progressive transaction number (transmission and reception) carried out.  
It is also the reference number of the stored document. This number associates the document with each transmission (single or broadcast) carried out from memory.
- **Type (type of transaction):**
  - TX ADF : transmission from ADF,
    - TX ADF ECM : transmission from ADF, ECM mode,
    - TX MEM : memory transmission,
    - TX MEM ECM : memory transmission, ECM, mode,
    - RX POLL : polling in reception,
    - RX POLL ECM : polling in reception, ECM mode,
    - TX POLL : polling in transmission,
    - TX POLL ECM : polling in transmission, ECM mode,
    - RX : reception,
    - RX ECM : reception, ECM mode,
    - RX MBOX : reception in confidential mailbox,
    - RX MBOX ECM : reception in confidential mailbox, ECM mode,
    - RX MEM PC : memory reception for PC,
    - RX MEM PC ECM : memory reception for PC, ECM mode,
    - Registration : transmission from ADF for user registration confirmation (Fax2Net),
    - User data : reception polling for Provider number and Account Id (Fax2Net),
    - Remaining credit : reception polling to check residual credit (minutes) (Fax2Net),
    - Enable e-mail : transmission of e-mail reception activation command,
    - Disable e-mail : transmission of e-mail reception disactivation command,
    - New tariffs : request for updated operation tariff list (Fax2Net).
- **Dialled number (transmission)**  
The fax number of the remote party that called you.  
If the transmission was carried out in **confidential mode** (the document was sent to a **remote party's confidential mailbox**), the report will also show:

- **Mbox Id:** identification of the remote party's confidential mailbox.
- **Code Acc. Mbox:** Access code to the remote party's confidential mailbox.
- Remote Party Number/Name (reception)  
The number/name of the remote party that called you (will be Fax2Net, if transaction is via Provider).
- Remote Party Number/Name (transmission)  
Number (and name) of the remote party selected. This number corresponds to the number dialled only if the remote party has inserted his fax number correctly. Otherwise, it may differ or be absent.
- Caller Identification (reception)  
Identity of the remote party that called you.
- Date/Time  
The date and time at which the transaction was carried out.
- Duration  
How long the transmission lasted.
- Pages  
The number of pages transmitted/received successfully.
- Result  
Transaction result:
  - **OK:** if the transaction was successfully completed
  - **ERROR CODE XX:** if the transaction did not take place for the reason indicated by the error code (see "Error Codes" in "Maintenance").

## Lists...

The **printout** of a **complete list of installation and configuration settings** along with a **list of excluded (black listed) numbers** can be requested at any time, as well as a **printout of data stored under the keys for one-touch or speed dialling**.

By requesting a printout of the installation and configuration setting lists, you can obtain an up-to-date listing of the currently set values and of those that you have set from time to time to meet your various needs.

## Printing the list of installation settings and excluded numbers ...

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
11-10-99	15:26

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / ◀ / ▼ / 1-9

3. Press **9** on the numeric key pad.

9.INSTALLATION
( F ) / ◀ / ▼ / 1-9

4. Press the **START** key.

TEL.LINE SETUP
( F ) / ◀ / ▼

5. Press the **FUNCTION** key until the display shows:

INSTALL PRINTER
( F ) / ◀ / ▼

6. Press the **START** key.

INSTALL PRINTER
◀ / ▼ / ◀ / ▶

*By pressing the ◀ / ▶ keys, the other options available can be shown: «PRINT.NO.EXCLUDED» and «EXIT MENU».*

7. Press the **START** key to confirm this choice.

*✎ If you have chosen "PRINT:INSTALL." or «PRINT:BLACK LIST», when printing is completed the fax machine will automatically return to the initial waiting mode.*

*✎ If you have chosen «EXIT MENU», press the **STOP** key to return the fax machine to the initial waiting mode.*

## Printing the list of configuration settings and the contents of the one-touch keys and speed dialling codes ...

1. Ensure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
11-10-99	15:26

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / ◀ / ▼ / 1-9

3. Press **8** on the numeric key pad.

8.SETUP
( F ) / ◀ / ▼ / 1-9

4. Press the **START** key.

DATE AND TIME
( F ) / ◀ / ▼

5. Press the **FUNCTION** key until the display shows:

PRINT CONFIG.
( F ) / ◀ / ▼


6. Press the **START** key.

PRINT: SETTINGS
◀ / ▼ / <-/>

7. Press the ◀ / ▶ key to show the other three options available: "PRINT:ONE-TOUCH.", "PRINT:SPEED DIAL." and "EXIT MENU".

PRINT:SEL.REPORT
◀ / ▼ / <-/>

8. Press the **START** key to confirm this choice. The fax machine returns to the initial waiting mode automatically.

 If you have chosen «EXIT MENU», press the **STOP** key to return the fax machine to the initial waiting mode.

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## FOR MORE SOPHISTICATED USE

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### OTHER USEFUL RECEPTION SETTINGS

#### Reducing the print area for documents received ...

When printing, a reduction of up to 73% of the original document size can be selected. Reduction values of 94%, 88%, 79% and 73% are available. You can also choose not to reduce the document (NO = reduction disabled).

1. Ensure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
28-10-99	10:44

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / ◀ / ▼ / 1-9

3. Press **8** on the numeric key pad.

8.SETUP
( F ) / ◀ / ▼ / 1-9

4. Press the **START** key.

DATE AND TIME
( F ) / ◀ / ▼

5. Press the **FUNCTION** key.

VARIOUS SETTINGS
( F ) / ◀ / ▼

6. Press the **FUNCTION** key.

PRINT SETTINGS
( F ) / ◀ / ▼

7. Press the **START** key until the display shows:

REDUCTION:NO
◀ / ▼ / <-/>

8. Press the ◀ / ▶ keys to choose one of the reduction values available (94%, 88%, 79%, 73% or NO), then confirm your choice using the **START** key. Press the **STOP** key to return the fax machine to the initial waiting mode.

RX ON FAX	100%
28-06-99	10:44

#### Receiving a document that is longer than the paper format used ...

If you receive a document that is longer than the paper currently loaded in the fax machine, you can choose to print the excess text on a second sheet.

1. Ensure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
28-06-99	10:44

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / ◀ / ▼ / 1-9

3. Press **8** on the numeric key pad.

8.SETUP
( F ) / ◀ / ▼ / 1-9

4. Press the **START** key.

DATE AND TIME
( F ) / ◀ / ▼

5. Press the **FUNCTION** key.

VARIOUS SETTINGS
( F ) / ◀ / ▼

6. Press the **FUNCTION** key.

PRINT SETTINGS
( F ) / ◀ / ▼

7. Press the **START** key until the display shows:


SURPLUS:YES
◀ / ▼ / <-/>

8. Press the ◀ / ▶ keys to choose one of the other settings available: "SURPLUS:NO" or "SURPLUS:AUTO", then press the **START** key to confirm your choice.

SURPLUS:AUTO
◀ / ▼ / <-/>

9. Press the **STOP** key to return the fax machine to the initial waiting mode.

RX ON FAX	100%
28-06-99	10:44

 If you choose the setting "SURPLUS: AUTO", the fax will print the surplus text on a separate sheet provided the surplus exceeds 12 mm.

If you choose the setting "SURPLUS: YES", the fax machine will always print the excess text on another sheet.

If you choose the setting "SURPLUS: NO", the fax will not print the excess text and it will be lost.

## Enabling silent reception ...

In RX ON FAX, FAX/PHONE and FAX/TAD reception modes, the fax machine can be set to receive documents without ringing when an incoming call arrives.

When this feature is enabled, the fax machine's behaviour is governed by the reception mode selected and by who is calling:

- in RX ON FAX mode, the fax machine will not ring for an incoming call;
- in FAX/PHONE and FAX/TAD mode, the fax machine will not ring if the incoming call is from another fax machine.

1. Make sure the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
28-10-99	10:44

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / < / > / 1-9

3. Press **9** on numeric key pad.

9.INSTALLATION
( F ) / < / > / < / > / 1-9

4. Press the **START** key until the display shows:

TEL.LINE SETUP
( F ) / < / > / < / >

5. Press the **FUNCTION** key.

ENHANCED FEATURES
( F ) / < / > / < / >

6. Press the **START** key.

DIST. RING
< / > / < / > / < / >

7. Press the **◀ / ▶** keys to see the other option available: "RX SILENT".

RX SILENT
< / > / < / > / < / >



8. Press the **START** key.

RX SILENT: NO ◀ / ▼ / ←/→
------------------------------

9. Press the ◀ / ▶ keys to show the other options available: «RX SILENT:ALWAYS», «RX SILENT: DAY».

RX SILENT: DAY ◀ / ▼ / ←/→
-------------------------------

10. Press the **START** key.

RX SILENT FROM: 08:30
--------------------------

11. Set the start time for silent reception and then press the **START** key to confirm the setting.

RX SILENT TO: 18:30
------------------------

12. Set the finish time for silent reception and then press the **START** key to confirm the setting. Finally press the **STOP** key to return the fax machine to the initial waiting mode.


RX ON FAX            100% 28-10-99            10:44
--

“RX SILENT” will flash alternately on the second line of the display.

### Showing the caller's identity ...

This feature, which is only available in some countries, allows you to see who is calling so you can decide whether or not to answer.

With the fax machine in waiting mode, the number and name of the caller will be shown automatically for each call.

If you are programming the fax number and wish to see the number and name related to an incoming call, you must press the  (**LINE**) key to display the caller identifier, and then decide whether or not to answer the call.

### Changing the number of rings ...

If set for automatic reception with call type recognition, the fax machine can automatically recognise whether an incoming call is from a fax machine (FAX) or telephone (PHONE) after two rings.

You can change the number of rings in the following way:

1. Ensure that the display shows the initial waiting mode and the date and time.

FAX/PHONE            100% 28-10-99            16:28
--

2. Press the **FUNCTION** key.

1.MEMORY TX (F) / ◀ / ▼ / 1-9
----------------------------------

3. Press **9** on the numeric key pad

9.INSTALLATION (F) / ◀ / ▼ / 1-9
-------------------------------------

4. Press the **START** key:

TEL.LINE SETUP (F) / ◀ / ▼
-------------------------------

5. Press the **START** key until the display shows:

NO. RINGS: 02 ◀ / ▼ / ←/→
------------------------------

6. Press the ◀ / ▶ keys to show the other values available: “01”, «03», “04”, «05», «06», «07» and “08”.

NO. RINGS: 04 ◀ / ▼ / ←/→
------------------------------

7. Press the **START** key to confirm this choice, then press the **STOP** key to return the fax machine to the initial waiting mode.

FAX/PHONE            100% 28-10-99            16:28
--

## Changing the ring volume ...

If you wish, you can also change the ring volume as follows:

1. Ensure that the display shows the initial waiting mode and the date and time.

FAX/PHONE	100%
28-10-99	16:28

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / 1-9

3. Press **8** on the numeric key pad.

8.SETUP
( F ) / < / > / 1-9

4. Press the **START** key:

DATE AND TIME
( F ) / < / > / >

5. Press the **FUNCTION** key.

VARIOUS SETTINGS
( F ) / < / > / >

6. Press the **START** key until the display shows:

RING VOL.:LEV.4
< / > / <- / >

7. Press the **<** / **>** keys to see the other values available: "RING VOL.:NO", "RING VOL.:LEV.5", "RING VOL.:LEV.6", "RING VOL.:LEV.7", "RING VOL.:LEV.8", "RING VOL.:LEV.1", "RING VOL.:LEV.2", "RING VOL.:LEV.3".

RING VOL.:LEV.2
< / > / <- / >

8. Press the **START** key to confirm this choice, then press the **STOP** key to return the fax machine to the initial waiting mode.

FAX/PHONE	100%
28-10-99	16:28

## Recognising ring tones ...

In some countries it is possible to **assign two or more numbers to the same telephone line** corresponding to different users. When a call is made, a different ring will indicate which user should reply.

This feature is very useful in a domestic or small office environment where the telephone line is shared between a number of people.

**Your fax machine can "learn" one of these tones.**

This way (in "FAX/PHONE" and "FAX/TAD" reception mode) it will always prepare itself to receive a document when the incoming call has this specific tone. If, however, you pick up the receiver immediately, you can talk to the caller, in the case of a telephone call.

If **the tone is not recognised**, the fax machine will continue to ring until you raise the receiver.

This feature is **particularly useful when associated with silent reception** as the fax machine will only ring for a telephone call.

For further information about access to this service, contact the telephone network manager.

If an answering machine is connected to **the fax machine**, we advise you to **disconnect it** before activating the recognition procedure.

1. Ensure that the display shows the initial waiting mode and the date and time.

FAX/PHONE	100%
28-10-99	16:28

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / 1-9

3. Press **9** on the numeric key pad.

9.INSTALLATION
( F ) / < / > / 1-9

4. Press the **START** key:

TEL.LINE SETUP
( F ) / < / > / >

5. Press the **FUNCTION** key.

ENHANCED FEATURES
( F ) / < / > / >

6. Press the **START** key.

DIST. RING ◁ / ▾ / ←/→
---------------------------

7. Press the **START** key.

DIST.RING:NO ◁ / ▾ / ←/→
-----------------------------

8. Press the ◀ / ▶ keys; the display shows:

DIST.RING:YES ◁ / ▾ / ←/→
------------------------------

*The message "DIST. RING:YES/NO», indicating the possibility of listening to ring tones, will be shown only when a particular tone has been memorised.*

9. Press the **START** key.

CHANGE TONE:YES ◁ / ▾ / ←/→
--------------------------------

10. Press the **START** key.

FAX CALL ◁ / ▾
-------------------


11. Press the **START** key.

SELF-CHECK ▾
-----------------

12. Call the fax machine with the tone required to allow the machine to recognise it. The message "REGISTERED" should show up on the display.

13. Press the **STOP** key to return the fax machine to the initial waiting mode.

FAX/PHONE	100%
28-10-99	16:28

 *If the fax machine does not recognise that specific tone, the display will show "NOT REGISTERED". Now press the **STOP** key and repeat the procedure from the beginning.*

## Changing the duration of the beep...

When the fax machine is set for **automatic reception and recognition of call type**, it operates in the following way:

- if the caller is a **fax machine**, it will automatically prepare to receive after the set number of rings,
- if the caller is a **telephone**, it will emit a beep, after which, if you have not yet lifted the handset, it will automatically prepare receive.

You can change the duration of the beep in the following way:

1. Ensure that the display shows the initial waiting mode and the date and time.

FAX/PHONE	100%
28-10-99	16:28

2. Press the **FUNCTION** key.

1.MEMORY TX ( F ) / ▷ / ▾ / 1-9
------------------------------------

3. Press **9** on the numeric key pad.

9.INSTALLATION ( F ) / ▷ / ▾ / 1-9
---------------------------------------

4. Press the **START** key:

TEL.LINE SETUP ( F ) / ▷ / ▾
---------------------------------

5. Press the **START** key until the display shows:

TEL/FAX TIME: 20 ◁ / ▾ / ←/→
---------------------------------

6. Press the ◀ / ▶ keys to show the other values available: «15», «30» and «40».

TEL/FAX TIME: 15 ◁ / ▾ / ←/→
---------------------------------

7. Press the **START** key to confirm this choice and then the **STOP** key to return the fax machine to the initial waiting mode.

RX FAX/TEL	100%
28-10-99	16:28

## Changing the silent period ...

If the **silent period** set for the **answering machine** is shorter than that set for the fax machine, the fax machine **will never** be able to **receive automatically** as the answering machine will answer first and if it does not hear a message within the set time **will disconnect**.

The duration of **silent time** set on the **fax machine** must be such that the fax machine can connect to the line first.

To change the silent period value set on the fax machine, use the following procedure:

1. Ensure that the display shows the initial waiting mode and the date and time.

FAX/PHONE	100%
28-10-99	16:28

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / ◀ / ▼ / 1-9

3. Press **9** on the numeric key pad.

9.INSTALLATION
( F ) / ◀ / ▼ / 1-9

4. Press the **START** key:

TEL.LINE SETUP
( F ) / ◀ / ▼

5. Press the **START** key until the display shows:

SILENT TIME: 6
◀ / ▼ / ←/→

6. Press the **◀ / ▶** keys to show the other values available: «3», «4», «8», «10» and «NO».

SILENT TIME:10
◀ / ▼ / ←/→

7. Press the **START** key to confirm this choice and then the **STOP** key to return the fax machine to the initial waiting mode.

RX FAX/TEL	100%
28-10-99	16:28

## Changing the remote control code ...

If the fax machine is connected to an extension that uses multi-frequency dialling and is set for manual reception or for automatic reception with call type recognition, for each call from a remote party wishing to send you a document, you can start reception by typing the code \* \* on the extension telephone. This operation is similar to pressing the **START** key on the fax machine.

The second asterisk of this code may be substituted, using a number from 0 to 9.

**If the fax machine is connected to an external answering machine, it is better to choose a number that is different from that already in use for remote control of the answering machine.**

To change the remote control code, use the following procedure:

1. Ensure that the display shows the initial waiting mode and the date and time.

MANUAL	100%
28-10-99	16:28

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / ◀ / ▼ / 1-9

3. Press **9** on the numeric key pad.

9.INSTALLATION
( F ) / ◀ / ▼ / 1-9

4. Press the **START** key:

TEL.LINE SETUP
( F ) / ◀ / ▼

5. Press the **START** key.

PUBLIC LINE
◀ / ▼ / ←/→

6. Press the **START** key until the display shows:

REMOTE CONTR.: YES
◀ / ▼ / ←/→

By pressing the **◀ / ▶** keys you can show the other option available: REMOTE CONTR.: NO. If you select this option, by pressing the **START** key, the next item in the menu will be displayed.

7. Press the **START** key.


TYPE CODE	
CODE (0-9,*)	**

8. Key in the new code, for example: «\*8».

TYPE CODE	
CODE (0-9,*)	*8

9. Press the **START** key to confirm, then the **STOP** key to return the fax machine to the initial waiting mode.

MANUAL	100%
28-10-99	16:28

 *If you are connected to a private line, follow the same procedure but, after message 5 press the ► key to see the "PRIVATE LINE" option.*

## OTHER USEFUL TRANSMISSION FUNCTIONS...

### Enabling/disabling re-transmission of a document in memory not transmitted correctly ...

1. Ensure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
29-10-99	16:28

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / < / > / 1-9

3. Press **8** on the numeric key pad.

8.SETUP
( F ) / < / > / < / > / 1-9

4. Press the **START** key.

DATE AND TIME
( F ) / < / > / < / >

5. Press the **FUNCTION** key.

VARIOUS SETTINGS
( F ) / < / > / < / >

6. Press the **START** key until the display shows:

RE-TRANS. DOC.: NO
< / > / < / > / < / >

7. Press the **◀ / ▶** keys to see the other option available: "RE-TRANS. DOC.:YES".

RE-TRANS. DOC.: YES
< / > / < / > / < / >

8. Press the **START** key to confirm this choice, then press the **STOP** key to return the fax machine to the initial waiting mode.

RX ON FAX	100%
29-10-99	16:28

### Listening to the connection signal ...

As explained in "Special dialling cases", the fax machine is already set to be able to listen to the line tones during the dialling phase, as well as the connection signal exchanged between your machine and the remote party's machine. If this is not so, programme it as follows:

1. Ensure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
28-10-99	11:45

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / < / > / 1-9

3. Press **9** on the numeric key pad.

9.INSTALLATION
( F ) / < / > / < / > / 1-9

4. Press the **START** key.

TEL.LINE SETUP
( F ) / < / > / < / >

5. Press the **START** key until the display shows:

LINE PLAYING:NO
< / > / < / > / < / >

6. Press the **◀ / ▶** to show the other option available: «LINE PLAYING:YES».

LINE PLAYING:YES
< / > / < / > / < / >

7. Press the **START** key to confirm this choice, then the **STOP** key to return the fax machine to the initial waiting mode.

RX ON FAX	100%
28-10-99	11:45

## Adjusting the volume of line tones ...

If the volume of either the line or connection signal tones seems too loud or too quiet, change it using the




key.

1. Ensure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
28-10-99	11:45

2. Press the **LINE** key.

TYPE NUMBER
_

3. Press the  key to reduce or increase the speaker volume.

4. Press the **LINE** key again, or the **STOP** key, to return the fax machine to the initial waiting mode.

RX ON FAX	100%
28-10-99	11:45

## Adjusting the volume of the acoustic warning tone ...

1. Ensure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
29-10-99	16:28

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / ◀ / ▶ / 1-9

3. Press **8** on the numeric key pad.

8.SETUP
( F ) / ◀ / ▶ / 1-9

4. Press the **START** key.

DATE AND TIME
( F ) / ◀ / ▶

5. Press the **FUNCTION** key.

VARIOUS SETTINGS
( F ) / ◀ / ▶

6. Press the **START** key until the display shows:

BUZZER VOL.:LEV.4
◀ / ▶ / <-/>

7. Press the ◀ / ▶ keys to show the other options available: «LEV.5», «LEV.6», «LEV.7», LEV.8», «VOL.WARN.:NO», «LEV.1», «LEV.2», «LEV.3».

BUZZER VOL.:LEV.8
◀ / ▶ / <-/>

8. Press the **START** key to confirm this choice, then press the **STOP** key to return the fax machine to the initial waiting mode.

RX ON FAX	100%
29-10-99	16:28

## Reducing transmission speed ...

The fax machine normally transmits at a speed of **14400 bps** (bits per second). A transmission speed of **9600** or **4800 bps** is advisable for **disturbed telephone lines**.

1. Ensure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
29-10-99	16:28

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / 1-9

3. Press **8** on the numeric key pad.

8.SETUP
( F ) / < / > / 1-9

4. Press the **START** key.

DATE AND TIME
( F ) / < / > / >

5. Press the **FUNCTION** key.

VARIOUS SETTINGS
( F ) / < / > / >

6. Press the **START** key until the display shows:

SPEED. TX:14400
< / > / <- / ->

7. Press the **◀ / ▶** keys to see other values available: SPEED TX:9600 and SPEED. TX: 4800.

SPEED TX:4800
< / > / <- / ->

8. Press the **START** key to confirm this choice, then press the **STOP** key to return the fax machine to the initial waiting mode.

RX ON FAX	100%
29-10-99	16:28

## Enabling/disabling ECM mode ...

The **ECM (Error Correction Mode)** is a system for correcting errors caused by disturbance on the line. This feature is only effective if it has been enabled on both your fax machine and that of the remote party, and is shown by an "E" on the display.

The fax machine is already set to transmit in this mode. You can also set it to transmit in normal mode in the following way:

1. Make sure the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
29-10-99	16:28

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / 1-9

3. Press **8** on the numeric key pad.

8.SETUP
( F ) / < / > / 1-9

4. Press the **START** key.

DATE AND TIME
< / > / <- / ->

5. Press the **FUNCTION** key.

VARIOUS SETTINGS
( F ) / < / > / >

6. Press the **START** key until the display shows:

ECM: YES
< / > / <- / ->

7. Press the **◀ / ▶** keys to see the other option available: ECM: NO.

ECM: NO
< / > / <- / ->

8. Press the **START** key to confirm this choice, then press the **STOP** key to return the fax machine to the initial waiting mode.

RX ON FAX	100%
29-10-99	16:28



## TRANSMITTING/RECEIVING A DOCUMENT USING THE POLLING METHOD ...

### What is polling .....

It is a request from one fax machine to another for the latter to send a document to the former automatically. There are two characteristic features of communication using the polling method:

- it is the user receiving the document who asks for it to be sent. **This means that the user can contact another fax machine and have it send him a document automatically (when set up to do so), even if the person at the other end of the line is away from their machine.**
- the transaction is debited to the person requesting the transmission (**namely the user receiving the document**) and not the person transmitting the document.

### Carrying out a transmission request (polling reception) ...

Agree on the time that you will request transmission of the fax with the sender, so that they can insert the document to be transmitted in their machine at the appropriate time. Set your fax machine to receive the document, programming the type of dialling to be used when calling the remote party and the time you wish to receive the document.

Proceed as follows:

1. Ensure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
29-10-99	16:28

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / 1-9

3. Press **4** on the numeric key pad.

4.RX POLLING
( F ) / < / > / 1-9

4. Press the **START** key. The display automatically shows the current time.

TYPE TIME:
HH:MM

5. Press the **START** key to confirm the current time or enter the new time, then press the **START** key.

TYPE NUMBER
NUM/TOUCH/SPEED

6. Dial the remote party number, using the fax machine's numeric keypad or a one-touch key or a speed dial code.

TYPE NUMBER
030 456789

7. Press the **START** key to confirm this setting. The fax machine returns to the initial waiting mode automatically.

RX ON FAX	100%
POLL RX SET.	

## Printing the report for the last polling reception ...

1. Ensure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
11-10-99	14:55

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / < / > / 1-9

3. Press **2** on the numeric key pad.

2.PRINT OUT REP.
( F ) / < / > / < / > / 1-9

4. Press the **START** key.

LAST TX REPORT
< / > / < / >

5. Press the **◀ / ▶** keys until the display shows:

LAST RX POLL REPORT
< / > / < / >

6. Press the **START** key to confirm this choice. One printing is completed, the fax machine returns automatically to the initial waiting mode.

RX ON FAX	100%
29-10-99	16:28

For interpreting a report, see "Printing reports and lists" in "Transmitting and receiving".

## Changing/cancelling reception polling already set...

1. Make sure that you have set reception polling.

RX ON FAX	100%
POLL RX SET.	

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / < / > / 1-9

3. Press **4** on the numeric key pad.


4.RX POLLING
( F ) / < / > / < / > / 1-9


4. Press the **START** key.

ALREADY BOOKED
< / >

5. Press the **START** key.

VARIOUS SETTINGS
< / > / < / >

 To cancel reception polling already set, press the **▶** key. The display will show the message "CANCEL SETTING, < / > / < / >"; press **START** to confirm cancellation. The fax machine returns to the initial waiting mode automatically.

 To change the time a transmission is to be requested or the remote party number from whom it is to be requested, use the following procedure:

6. Press the **START** key. The display automatically shows the current time.

TYPE TIME:
HH:MM

7. Overtyping the new time and confirm it by pressing the **START** key or confirm the time already entered by pressing the **START** key immediately.

TYPE NUMBER
06 345678

8. Dial the new number and confirm by pressing the **START** key, or retain the old number, pressing the **START** key immediately. The fax machine returns to the initial waiting mode automatically.

RX ON FAX	100%
POLL RX SET.	

## Preparing the document for transmission (polling transmission)...

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
29-10-99	14:42

2. Insert the document into the ADF.

NORMAL	100%
DOCUMENT READY	

3. Choose the contrast and resolution you believe to be suitable.

4. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / < / > / 1-9

5. Press 5 on the numeric key pad.

5.TX POLLING
( F ) / < / > / < / > / 1-9

6. Press the **START** key. The fax machine begins storing the document. While the document is being stored, the message «MEMORIS. #XXXX» will be shown. When finished, the number of pages stored will be displayed for a few seconds, after which the machine will return to the initial waiting mode.

RX ON FAX	97%
POLL TX SET.	

## Cancelling polling transmission already set ...

1. Make sure you have set polling transmission.

RX ON FAX	97%
POLL TX SET.	

2. Press the **FUNCTION** key until the display shows:

1.MEMORY TX
( F ) / < / > / < / > / 1-9

3. Press 5 on the numeric key pad.


5.TX POLLING
( F ) / < / > / < / > / 1-9


4. Press the **START** key.

ALREADY BOOKED
< / > / < / >

5. Press the **START** key.

PRINT DOCUMENT
< / > / < / > / < / >

 Press the **START** key immediately to print a document previously stored for polling transmission. When printing is completed, the fax machine returns to the initial waiting mode automatically.


 To remove a document from the memory, use the following procedure:

6. Press the **< / >** key to see the other option available: «CANC. SETTINGS.»

CANC. SETTINGS.
< / > / < / > / < / >

7. Press the **START** key to confirm this choice. The fax machine returns to the initial waiting mode automatically.

RX ON FAX	100%
29-10-99	14:42

 On the basis of «POLL.TX: MULTIPLE/SINGLE» settings in the «VARIOUS SETTINGS» menu, the document will be kept in / eliminated from the memory after being transmitted.

The fax machine has security features that make it possible to prevent unauthorised persons from indiscriminately transmitting documents, making copies or modifying settings. The security features are listed in the SECURITY menu and include:

- PROTECTION PROGRAMME: to block access to **INSTALLATION** and **SETUP** settings.
- TRANSMISSION PROTECTION: to prevent unauthorised persons from using the machine for any type of operation.  
When this function is enabled, **NOT EVEN** calls to emergency numbers can be made.
- COPY PROTECTION: to block the use of the copier function.
- CREATE MAILBOX: to create a confidential mailbox for your correspondence.
- MAILBOX ACCESS PROTECTION: to prevent unauthorised persons accessing to your confidential mailbox.
- BLACK LIST.: to prevent remote parties whose numbers have been blacklisted from communicating with your fax machine.

Security features are activated by means of passwords (max. 4 digits) requested by the fax machine every time an attempt is made to activate or access certain features or to modify fax machine settings. If the password is not entered correctly, access will be denied.

### SETTING PASSWORDS ...

To change a password that has already been recorded, you must access certain functions controlled by it. To be safe, make a note of any passwords you set.

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
29-10-99	14:42

2. Press the **FUNCTION** key.

1.MEMORY TX	
( F ) / ◀ / ▼ / 1-9	

3. Press **9** on the numeric key pad.

9.INSTALLATION	
( F ) / ◀ / ▼ / 1-9	

4. Press the **START** key.

TEL.LINE SETUP	
( F ) / ◀ / ▼	

5. Press the **FUNCTION** key until the display shows:

SECURITY	
( F ) / ◀ / ▼	

6. Press the **START** key.

PROGR.ACC.PASSW.	
◀ / ▼ / ← / →	

7. Press the ◀ / ▶ keys to choose another security feature, then press the **START** key to confirm; otherwise go directly to the next point.

8. Press the **START** key.

TYPE PASSWORD	
—	

9. Type the password (max. 4 digits) and press the **START** key to confirm it.

TX ACCESS PASSW.	
◀ / ▼ / ← / →	

10. Other passwords can also be set for one or more of the following security features: TX ACCESS PASSW. (transmission protection), COPY ACC. PASSW. (copy protection), MBX ACCESS PASSW. (mailbox protection).

Repeat **points 7 and 8** for each operation or press the **STOP** key to exit from the procedure.

## CHANGING OR CANCELLING PASSWORDS...

You can change/cancel the passwords at any time.

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
29-10-99	14:42

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / ◀ / ▼ / 1-9

3. Press **9** on the numeric key pad.

9.INSTALLATION
( F ) / ◀ / ▼ / 1-9

4. Press the **START** key.

TEL.LINE SETUP
( F ) / ◀ / ▼

5. Press the **FUNCTION** key until the display shows:

SECURITY
( F ) / ◀ / ▼

6. Press the **START** key.

PROGR. ACC.PASSW
◀ / ▼ / ← / →

7. Press the ◀ / ▶ keys to change or cancel the password for another security feature, or move on to the next point.

8. Press the **START** key.

TYPE CURR.PASSW.
_

9. Type the current password, and confirm it by pressing the **START** key.

TYPE PASSWORD
_

10. You can now:

- modify current passwords by replacing them with new passwords and then pressing the **START** key,
- or
- cancel current passwords by pressing **CANCEL** and then **START**.

11. The fax machine displays the next security feature.

If you wish to change or cancel the passwords for the other security features, repeat the process **from point 7**, for each feature, or press **STOP** to exit the procedure.

## TRANSMITTING AND RECEIVING IN CONFIDENTIAL MODE ...

### Transmitting ...

Confidential transmission is only possible if one-touch keys and speed dialling codes have been programmed for this type of transmission (addition of MBOX ID. and MBX ACC.C.); see "Programming one-touch keys and speed dialling codes..." in "Transmitting and receiving...".

### Receiving ...

To receive documents in confidential mode, you must already have created a confidential mailbox on your fax machine.

### Creating a confidential mailbox ...

Confidential mailboxes can be created as follows:

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
29-10-99	14:42

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / < / > / 1-9

3. Press **9** on the numeric key pad.

9.INSTALLATION
( F ) / < / > / < / > / 1-9

4. Press the **START** key.

TEL.LINE SETUP
( F ) / < / > / < / >

5. Press the **FUNCTION** key until the display shows:

SECURITY
( F ) / < / > / < / >

6. Press the **START** key.

PROGR. ACC.PASSW
< / > / < / > / < / >

7. Press the **< / >** keys until the display shows:

CREATE MAILBOX
< / > / < / > / < / >

8. Press the **START** key.


TYPE MBOX ID.
_

9. Type the identification code for the mailbox and press the **START** key to confirm the setting.

TYPE ACCESS CODE
_

10. If you wish to have further protection, type in an access code.

Press the **START** key to confirm the settings, then the **STOP** key to exit this procedure.

 In RX ON PC mode, the CONFIDENTIAL MAILBOX feature is not available. Any documents addressed to the mailbox are sent directly to the PC.

## PRINTING/CANCELLING DOCUMENTS SAVED IN YOUR CONFIDENTIAL MAILBOX

To print/cancel documents that are sent to your confidential mailbox, use the following procedure:

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX            100%  
29-10-99            14:42

2. Press the **FUNCTION** key.

1.MEMORY TX  
( F ) / ◀ / ▼ / ▶ / 1-9

3. Press 6 on the numeric key pad.

6.DOC. IN MAILBOX  
( F ) / ◀ / ▼ / ▶ / 1-9

4. Press the **START** key.

If you have set a password, the display will show:

TYPE PASSWORD:  
\_

Otherwise, PRINT LIST will be displayed immediately.

5. Type the password.

If the password entered is incorrect, the display will show:

WRONG CODE  
XXXX

Three attempts can be made to enter the password, after which the fax machine will return to the initial waiting mode.

After typing the correct password, if there is a document stored in the mailbox the display will show:

PRINT LIST  
◀ / ▼ / ▶ / ↵

Otherwise, the first line of the display shows "EMPTY" and then the initial waiting mode.

6. Press the **START** key to print the list of documents or press the ◀ / ▶ keys; the display will show:

DOC.SEARCH  
◀ / ▼ / ▶ / ↵

7. Press the **START** key.

DOC.NO. #xxxx  
◀ / ▼ / ▶ / ↵

8. Press the ◀ / ▶ keys to scroll the document identification list, then press the **START** key to select the required document, or select the highlighted document by pressing the **START** key:

PRINT DOCUMENT  
◀ / ▼ / ▶ / ↵

9. Press the **START** key to print the selected document, or press the ◀ / ▶ keys.

DOC. CANCEL  
◀ / ▼ / ▶ / ↵

10. Press the **START** key to cancel the document or the **STOP** key to exit from this procedure.

If the **START** key is pressed, the selected document is cancelled and an updated list of stored documents is repropose. If the document has not been printed, a warning message «ATTENTION NOT PRINTED» will appear briefly and the display will show:

DOC. CANCEL  
◀ / ▼

11. Press the **START** key to confirm cancellation of the document or the **STOP** key to exit from this procedure.

## PRINTING/CANCELLING DOCUMENTS ADDRESSED TO THE PC WHICH ARE CURRENTLY STORED IN THE FAX MEMORY

To print/cancel documents in the memory which are addressed to the PC, proceed as follows:

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX                      100%  
29-10-99                        14:42

2. Press the **FUNCTION** key.

1.MEMORY TX  
( F ) / ◀ / ▼ / 1-9

3. Press **7** on the numeric key pad.

7.DOC. RX FOR PC  
( F ) / ◀ / ▼ / 1-9

4. Press the **START** key.

If you have set a password, the display will show:

TYPE PASSWORD:  
\_

Otherwise, PRINT LIST will be displayed immediately.

5. Type the password.

If the password entered is incorrect, the display will show:

WONG CODE  
XXXX

Three attempts can be made to enter the password, after which the fax machine will return to the initial waiting mode.

On typing the correct password, if there is any document stored for the PC, the display will show:

PRINT LIST  
◀ / ▼ / ◀/→

Otherwise the first line of the display shows "EMPTY" and then the initial waiting mode..

6. Press the **START** key to print the list of documents stored in the memory, or press the ◀ / ▶ keys; the display will show:

DOC.SEARCH  
◀ / ▼ / ◀/→

7. Press the **START** key.

DOC.NO. #xxxx  
◀ / ▼ / ◀/→

8. Press the ◀ / ▶ keys to scroll the document identification list, then press the **START** key to select the required document, otherwise select the highlighted document directly by pressing the **START** key:

PRINT DOCUMENT  
◀ / ▼ / ◀/→

9. Press the **START** key to print the selected document or press the ◀ / ▶ key.


DOC. CANCEL  
◀ / ▼ / ◀/→

10. Press the **START** key to cancel the document and the ◀ / ▶ keys to return to scrolling the documents, otherwise press the **STOP** key to exit this procedure.

If the **START** key is pressed, the selected document is cancelled and an updated list of stored documents will be reposed. If the document has not been printed, a warning message «ATTENTION NOT PRINTED» will appear briefly and the display will show:

DOC. CANCEL  
◀ / ▼

11. Press the **START** key to confirm cancellation of the document or the **STOP** key to exit this procedure.

 *This procedure is ONLY active when the PC is OFF and/or the application is closed. As soon as the PC is switched on and/or the application is opened, any messages in the memory will be automatically downloaded to the PC.*



## CREATING A BLACK LIST OF EXCLUDED NUMBERS ...

*This feature is only available if the user's fax machine is able to recognise caller identification.*

To deny certain remote parties access to your fax machine, you can insert their number (up to a max. of 10 numbers (0 to 9)) into a reception blacklist. If they attempt to communicate with your fax machine, the operation will be denied.

To create a "black list" or to add a number to it, proceed as follows:

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
29-10-99	14:42

2. Press the **FUNCTION** key until the display shows:

1.MEMORY TX
( F ) / ◀ / ▼ / 1-9

3. Press **9** on the numeric key pad.

9.INSTALLATION
( F ) / ◀ / ▼ / 1-9

4. Press the **START** key.

TEL.LINE SETUP
( F ) / ◀ / ▼

5. Press the **FUNCTION** key until the display shows:

SECURITY
( F ) / ◀ / ▼

6. Press the **START** key.

PROGR. ACC.PASSW.
◀ / ▼ / ◀/→

7. Press the ◀/▶ keys until the display shows:

CALL. BLACK LIST
◀ / ▼ / ◀/→

8. Press the **START** key.

CALL. ID BARRIER
(0-9):

*If the CALLER IDENTIFICATION feature is not active/available, the procedure will be aborted.*

9. Press any key on the numeric key pad.

The identifier "x" is displayed briefly in the lower right corner, and then the display shows:

x:TYPE NUMBER
---------------

10. Type in the fax/phone number to be associated with the identifier "x" in the black list (20 characters, max.) and then press the **START** key.

OTHER:YES
◀ / ▼ / ◀/→

If a number has already been associated with the identifier "x", this will be shown on the second line of the display.

11. If you want to insert another fax/phone number in the black list, press the **START** key,

CALL. ID BARRIER
(0-9):

and repeat the procedure from point 9.

If you do not want to insert another number, press the ◀/▶ keys:

OTHER:NO
◀ / ▼ / ◀/→

Press the **START** key to go on to the next menu or the **STOP** key to return to the initial waiting mode.

To re-use an identifier that has already been assigned, when the display shows:

x:TYPE NUMBER
XXXXXXXXXXXXXXXXXXXXX_

type in the new number that you wish to insert in the black list and press the **START** key to confirm the setting. The number previously associated with this identifier will be cancelled.

To remove a number from the black list, when the display shows:

x:TYPE NUMBER
XXXXXXXXXXXXXXXXXXXXX_

press **CLEAR** key and then the **START** key

---

**TELEPHONE**


---

---



If there are no documents in the ADF, the machine is to all intents and purposes a conventional telephone. When you connect to the line by lifting the handset, you may use all telephone features that are common to all telephones available commercially. These include the **R function** (REGISTER RECALL, which can be activated by pressing the **R** key), which will give you access to the special services provided by the telephone network manager.

The following features may be used:

- to call the contact using the programmed one-touch dialling procedure (see "Telephoning using one-touch dialling" and "Telephoning using speed dialling"),
- to put a telephone call on hold temporarily by pressing the key "" (**HOLD**). The line will be reconnected as soon as the same key is pressed again,
- to recall one of the **last 10 numbers dialled (outgoing)** or one of the **last 20 numbers received (incoming)** without having to dial the line again.

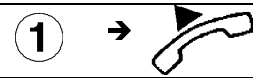
**IMPORTANT WARNING:**

If the TX PROTECTION function has been enabled on your machine (see SECURITY FEATURES in *Facsimile*), only people who know the password can use it as a telephone.

**TELEPHONING USING ONE-TOUCH DIALLING**

...

Procedure:



i.e.:

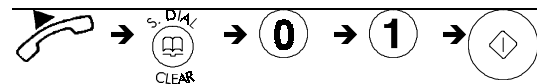
When the required numeric key is pressed for more than one second (1, in the example), the display will show the telephone number associated with it (see "Programming one-touch and speed dialling" in "Transmitting and receiving").

If a name has already been stored, the display will show it.

If the contact is free, lift the handset to speak as soon as they reply.

**TELEPHONING USING SPEED DIALLING ...**

Procedure:



i.e.:

On pressing the **SPEED DIAL** key followed by a speed dial code (01 in the example), the display shows the telephone number associated to it (see "Programming one-touch and speed dialling", in "Transmitting and receiving").

If a name has already been stored, the display will show it.

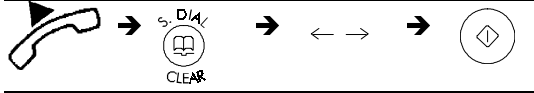
Press the **START** key to start the selection.

After dialling the number, if the contact is free, you will be able to speak.

## TELEPHONING USING ONE-TOUCH KEYS OR SPEED DIAL CODES, SELECTING FROM THE CORRESPONDING LISTS ...

If **you cannot remember** to which one-touch key or speed dial code you have associated a particular telephone number, **you can still make the telephone call** by consulting the corresponding lists, as follows:

### Procedure:



i.e.:

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
24-06-99	15:42

2. Lift the handset to connect to the line.

TEL. CALL
-----------

3. Press the **S. DIAL** key.

TEL. CALL CODE/←/→
-----------------------

4. Press the ◀ / ▶ keys to trace the telephone number or name of the contact that you wish to call.

The numbers/names are listed in the order of initial character indicated below:

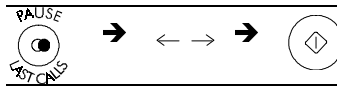
SPACE  
0 1 2 3 4 5 6 7 8 9  
A Å Ä Ã Æ B C Ç D E F G H I J K L M N Ñ O Ø Ö Ö P  
Q R S ß T U Ü V W X Y Z  
! " # \$ % & ` ( ) \* + , - . / : ; < = > ? @ [ ] ^ \_ ' { | } º ¿ ° ~

5. Press the **START** key to start the selection.

## REDIALLING ONE OF THE LAST 10 NUMBERS CALLED OR ONE OF THE LAST 20 INCOMING NUMBERS

To re-call any of these numbers

### Procedure:



i.e.:

1. Make sure that the display shows the initial waiting mode and the date and time.

RX ON FAX	100%
24-06-99	15:42

2. Press the **LAST CALLS** key; the display shows:

OUTGOING CALLS
◀ / ▼ / ←/→

3. Press the **START** key and then the ◀ / ▶ keys to trace the telephone number or name of the contact you wish to call from the list of the most recent outgoing calls.

*If there is a document in the ADF, or if you lift the receiver, the most recent fax number called will be displayed.*

Otherwise, press the ◀ / ▶ keys; the display will show:

INCOMING CALLS
◀ / ▼ / ←/→

Press the **START** key, and then the ◀ / ▶ keys, to trace the telephone number or name of the contact you wish to call in the list of the most recent incoming calls.

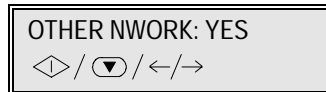
4. Press the **START** key to start the selection.

## TO CONNECT TO OTHER NETWORK SERVICES

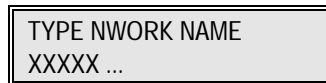
The fax machine allows you to connect directly to another network run by second carrier. The fax machine is already set up for this type of connection in some countries. Where this is not so, or if you wish to change carrier, continue as follows:

After setting the fax machine to the line characteristics (see "Connecting to a public line" up to point 6 or "Connecting to a private line" up to point 11 in "Configuring the fax machine to the line features"), continue as follows:

1. Press the **START** key.



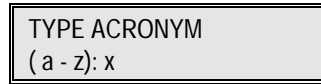
2. Press the **START** key.



3. Type the new name (max. 16 characters) and press the **START** key or confirm the existing name by simply pressing the **START** key.



4. Type the new area code (max. 6 characters) and press the **START** key, or confirm the existing area code by simply pressing the **START** key.




5. Type the new acronym (1 character) and press the **START** key or confirm the existing acronym by simply pressing the **START** key. Next press the **STOP** key to return the machine to the initial waiting mode.



When choosing another carrier, **all the fields** must be completed, otherwise the setting will be unsuccessful and an error will be signalled. Press the **STOP** key to return to the initial waiting mode.

Once the connection has been established, to gain

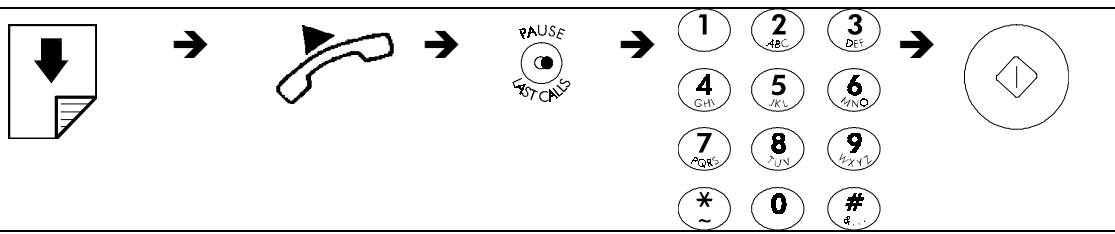
access you must press the  key before dialling the contact's number. The name of the carrier will appear on the display for a few seconds, and then the acronym stored for this carrier will come up and remain on the display, in the number dialled.

The following diagrams may be useful as a guide to making a telephone call or fax transmission in any of the available modes. Remember that when making **telephone calls, the ADF must be empty.**

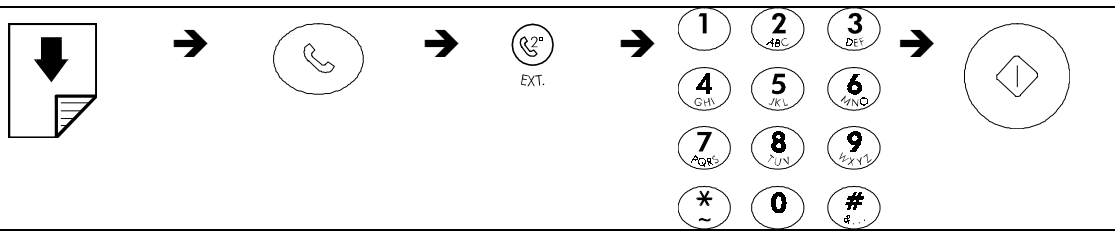
1. To dial the number using the numeric keypad.




## 2. To dial a telephone number



## 3. To listen to the line tones without lifting the handset (hands free)



To use quick dialing methods, such as one-touch keys and speed dial codes, the  key must be pressed once during programming (see "Programming one-touch and speed dialing" in "Transmitting and receiving") before dialing the number if the fax machine is connected to a public line, or twice if the fax machine is connected to a private line.



***THE INTERNET***







## INTRODUCING THE INTERNET

Your machine is already set to operate in the Internet using a world-wide electronic mail service – Fax2Net.

A subscription to Fax2Net allows you to:

- receive e-mail messages via fax,
- send fax documents to e-mail addresses,
- request and print Web pages using your fax machine,
- send faxes via the Internet to any other fax machine number.

Your machine will be assigned its own e-mail address, allowing you to communicate not only with other fax users, but also with all e-mail users, world-wide.

**No additional telephone lines are required.**

If you are not familiar with the Internet, read this short introduction before registering and setting up your machine for use in the WEB.

## What is the Internet

Internet is a network that consists of many networks connected to each other using the world wide telecommunication infrastructure. When you are “on line” (connected to the Internet), you have access to all the information displayed on the World Wide Web (WEB, for short).

The information is contained in “sites”, created, usually, by who is releasing the information for viewing: companies, associations, public and private institutions, etc.

## What is an Internet address

Each site has an exclusive address that indicates its location in the WEB: URL = Uniform Resource Locator. The address is made up of two parts: the protocol and the actual address. The protocol is fixed and given by the system you are using; the address is generally composed of three parts, separated by “.”.

E.g.: [www.example.com/item/page.html](http://www.example.com/item/page.html)

where:

- “www” = World Wide Web (WEB);
- “.example” (“dot example”) = name of the site;
- “.com” (“dot com”) = type of site;

“.com” usually indicates a firm or commercial site; “.net” is an Internet service network.

In this example, [www.example.com](http://www.example.com) is the WEB site address; “item” is the name of a directory in this WEB site and “page.html” is the name of a specific page in the directory.

## What is “e-mail”


“E-mail” means “Electronic Mail” and is similar to sending a letter using the traditional postal service, except that instead of using pen and paper, you use your machine to scan the document you wish to “write” and the telephone line to “post” it.

You can send and receive e-mail to/from anyone anywhere in the world who is connected to Internet and has a subscription.

When you subscribe to Internet, you are assigned an e-mail address which identifies you as a user and allows other users to send you electronic mail. An e-mail address has the following standard form

yourname@olivettifax.net

where the first part identifies you the subscriber and the second part (after the @) is the Internet Service Provider to which you subscribe.

 *Note how you can distinguish an Internet address from an e-mail address: an e-mail address ALWAYS contains the “@”(“at”) symbol.*

## What is an “Internet Service Provider”

To enter the Internet, you must be connected to an Internet Service Provider (ISP). The ISP or SERVER provides the connection to the network and other services, and allocates storage space for your email messages.

When you subscribe to the Provider, as well as your identifier (the first part of your e-mail address), you will be given the name and extension (“.com”, “.net”, etc.) of the Provider in your area.

## SUBSCRIBING TO A PROVIDER

To access the Internet, you must subscribe to an "Internet Service Provider" (SERVER).

To open a subscription, fill in the "Registration Form" supplied with the machine and fax it to the number indicated on the form.

1. Fill in the registration form with your full name and address, fax number (including the area code) and e-mail address (if you already have one).



**Write clearly in capital letters.**

2. Indicate, in the row of boxes on the form, the name you want to use as the address for your fax machine (maximum 16 alphanumeric characters). This address will be validated by the server to confirm that it has not already been registered by another user.
3. Indicate, checking the appropriate box on the form, whether you want to receive, and in what format, a fax transmission receipt.
4. Send the registration form to the number of the Customer Support Centre indicated on the form, as follows:

- a. Make sure that the display shows the initial waiting mode, and the date and time.

RX ON FAX	100%
01-06-00	15:25

- b. Insert the form in the ADF.

NORMAL	100%
DOCUMENT READY	

- c. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / 1-9

- d. Press **9** on the numeric key pad.

9.INSTALLATION
( F ) / < / > / 1-9

- e. Press the **START** key.

TEL. LINE SETUP
( F ) / < / >

- f. Press the **FUNCTION** key.

INTERNET
( F ) / < / >

- g. Press the **START** key.

REGISTR. SEND
( F ) / < / >

- h. Press the **START** key.

TYPE NUMBER
_

- i. Enter the number indicated on the Registration Form, using the numeric key pad.

- j. Press the **START** key.

The Customer Support Centre will reply, confirming the registration of your subscription, sending you your user name and provider number. **While waiting for the reply from the Customer Support Centre, do NOT occupy the line to which your fax machine is connected.**

## SETTING UP YOUR FAX MACHINE FOR INTERNET

In reply to your request for registration, the Customer Support Centre will send you a letter of confirmation containing the provider number and your user name (account number and PIN) which you must enter on your fax machine. This document also contains the instructions for a correct set up, which are as follows:

1. Make sure that the display shows the initial waiting mode, and the date and time.

RX ON FAX	100%
01-06-00	15:25

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / 1-9

3. Press **9** on the numeric key pad.

9 INSTALLATION
( F ) / < / > / 1-9

4. Press the **START** key.

TEL. LINE SETUP
( F ) / < / >

5. Press the **FUNCTION** key.

INTERNET
( F ) / < / >

6. Press the **START** key.

REGISTR. SEND
( F ) / < / >

7. Press the **FUNCTION** key.

SET FAX PROVIDER
( F ) / < / >

8. Press the **START** key.


PROVIDER NUMBER
_

9. Type in the SERVER number indicated in the reply you have received from the Customer Support Centre (if you are connected to the network through a private switchboard, you must first key in the access number for the external line) and then press the **START** key.

ACCOUNT ID
_

10. Type in the ACCOUNT ID indicated in the reply you have received from the Customer Support Centre and press the **START** key.

11. Your machine connects automatically to the Fax2Net SERVER, which will send you a message via fax, confirming the connection. Once you have received this message, you will be able to send and receive e-mail messages and faxes using your new Fax2Net account.

 Remember that your fax machine number is registered on the server. If, for any reason, you change it, you must inform the Fax2Net Customer Support Centre immediately.

If you do not receive the connection confirmation message, repeat the set up procedure. If even this second attempt does not work, contact the Fax2Net Customer Support Centre, calling the number indicated in the registration reply letter.

*To guarantee the correct functioning of your connection to the Fax2Net service, you must enter exactly and maintain this data in your machine.*

## PAYING FOR THE INTERNET SERVICE

When you subscribe to the Internet, your subscription already covers an initial credit of minutes, allowing you to operate on line immediately.

### To check your credit status....

You can check your credit status at any time; just proceed as follows:

1. Make sure that the display shows the initial waiting mode, and the date and time.

RX ON FAX	100%
01-06-00	15:25

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < > / ▾ / 1-9

3. Press **9** on the numeric key pad.

9.INSTALLATION
( F ) / < > / ▾ / 1-9

4. Press the **START** key.

TEL. LINE SETUP
( F ) / < > / ▾

5. Press the **FUNCTION** key.

INTERNET
( F ) / < > / ▾

6. Press the **START** key.

REGISTR. SEND
( F ) / < > / ▾

7. Press the **FUNCTION** key until the display shows:

CHECK ACCOUNT
( F ) / < > / ▾

8. Press the **START** key.

Your request for an account statement is sent automatically to the Provider.

The Provider will send you a statement indicating the number of minutes still to your credit. The statement will also contain a form with which you can pre-pay further minutes of credit.

### To increase your credit....

If you want to buy more time, fill in the form that came with your credit statement, indicating your personal data, e-mail address, and account and fax machine numbers. Fax the form to your Provider, using the number indicated on the form.

The Provider will send you a receipt indicating both the number of minutes accredited to your account and the total number of minutes to your credit.

### If you forget to renew your credit....

When your credit becomes low (**less than 10 minutes**), if you yourself do not renew it, using the form that came with your credit statement, the Provider will send you a reminder (Low Account Balance Notification).

To keep your account floated, fill in the reminder form, indicating the type and amount of credit you want to buy, your personal data, e-mail address, and account and fax machine numbers. Fax the form to your Provider, using the number indicated on the form.

The Provider will send you a receipt indicating both the number of minutes accredited to your account and the total number of minutes to your credit.

**IF YOUR CREDIT RUNS OUT, YOU WILL NO LONGER BE ABLE TO USE THE FAX2NET SERVICES.**

## RECEIVING E-MAIL

You can choose how to receive your e-mail from the Internet, using the following procedure:

1. Make sure that the display shows the initial waiting mode, and the date and time.

RX ON FAX	100%
01-06-00	15:25

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / 1-9

3. Press **9** on the numeric key pad.

9 INSTALLATION
( F ) / < / > / 1-9

4. Press the **START** key.

TEL. LINE SETUP
( F ) / < / > / >

5. Press the **FUNCTION** key.

INTERNET
( F ) / < / > / >

6. Press the **START** key.

REGISTR. SEND
( F ) / < / > / >

7. Press the **FUNCTION** key until the display shows:

EMAIL RECEPTION
( F ) / < / > / >

8. Press the **START** key.

The display shows:

EMAIL RECEP.:NO
< / > / <- / ->

9. Press the **START** key, to have your e-mail messages stored on the server; press the ◀ / ▶ keys to show the other option available:

EMAIL RECEP.:YES
< / > / <- / ->

10. Press the **START** key. You will receive your e-mail messages directly on your fax machine, which will print them out for you.

## UPDATING THE CALL RATES

Calling the Provider, you can obtain an updated list of call rates for the various transactions available.

Proceed as follows:

1. Make sure that the display shows the initial waiting mode, and the date and time.

RX ON FAX	100%
01-06-00	15:25

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / 1-9

3. Press **9** on the numeric key pad.

9.INSTALLATION
( F ) / < / > / 1-9

4. Press the **START** key.

TEL. LINE SETUP
( F ) / < / > / >

5. Press the **FUNCTION** key.

INTERNET
( F ) / < / > / >

6. Press the **START** key.

REGISTR. SEND
( F ) / < / > / >

7. Press the **FUNCTION** key until the display shows:

CHECK RATE
< / > / <- / ->

8. Press the **START** key.

Your request for an updated list of call rates is sent automatically to the Provider.

The Provider will send you an up-to-date list of call rates.

## OPERATING IN THE INTERNET ENVIRONMENT

### To transmit documents

1. Insert the document in the ADF and adjust the side guides according to its width.
2. Press the @ key.
3. If you have both an application on your PC and the Fax Provider, the display will offer you the following choice (alternatives):



or (◀ / ▶ keys)



4. If you select FAX TO INTERNET (pressing the **START** key), all you have to do is type in the Internet address of the person to whom you wish to send your document, and then press the **START** key. Transmission starts immediately.

*In this case, you can use ONLY the alphanumeric key pad to enter your correspondent's number.*

If, instead, you intend to use INTERNET LINKFAX, the procedure continues as follows:

5. Press the **START** key. The display shows:



and the document will be scanned. During scanning, a series of messages on your PC screen indicate the status of the operation.

6. Once the scanning operation is completed, the display shows:



7. Enter the Internet address(es) of the person(s) to whom you wish to send the document.

In this case, you can use either a fax number or an Internet address associated with a **one touch key** or a **speed dial code** (for further information, see "Programming one-touch and speed dialing..." and "Transmitting using one-touch/speed

dialing...." in the **Facsimile** section of this manual).

8. Press the **START** key. You will be asked if you wish to enter another number or address (you can enter up to a total of 50).
9. Once you have inserted the numbers/addresses you require, press the **START** key again to initiate the transmission which will be executed by your e-mail application.

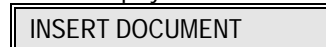
You can also transmit a document acquired by fax using your PC. See the procedure described in the electronic documentation loaded with LINKFAX PRO@.

### To receive e-mail....

You can receive all your electronic mail directly at your new e-mail address on your fax machine. For more details, see the specific paragraph in this section.

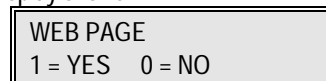
### To capture WEB pages....

1. Make sure the ADF is **empty**, then press the @ key.
2. Type in the full address of the page you want to print out from WEB site in the Internet.
3. Press the **START** key.  
If the WEB page address contains the "@" character, the display shows:



4. Press the **START** key again.

The display shows:



5. Press **1** on the numeric keypad.  
Some time will pass before your machine starts printing the page.

This feature may not be available in your country. For further information, contact your dealer.



**PHOTOCOPIER**



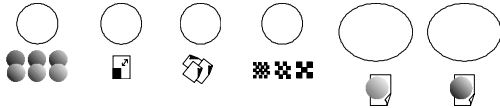




You can also use this fax machine as a **colour photocopier**. In fact, over and above normal black and white, you can also make colour copies. The results obtained will depend on a series of settings that must be selected before you start your copy operation:

## COPIER OPERATOR PANEL ...

The keys on the operator panel, immediately below the liquid crystal display (and shown below), are those that you should use for copying and/or personalising your copies:



From left to right:



### key (IMAGE)

This key controls two functions: the **LIGHT/DARK CONTRAST** and colour **SATURATION**.

This key allows you to adjust the colour contrast and/or grey tones for the copies, on the basis of the quality of the original (e.g. if the original is very light, increase the contrast setting).

The default setting can be viewed by pressing the key:

- once for light/dark,
- twice for saturation.

Default values are reinstated two minutes after copying finishes, or after two minutes of inactivity.



### key (REDUCTION / ENLARGEMENT)

This key allows you to enlarge or reduce the content of the original, to suit the format of copy paper being used.

The default setting is 100% (copy 1:1 on A4) and will appear when the key is pressed once:

There are 9 reductions / enlargements available to suit all formats of paper (A4, LETTER, LEGAL).

For example, the following formats can be copied onto an A4 sheet by using:

- LEG. (LEGAL) → A4 = reduction of 76%
- B5 → A4 = enlargement of 105%
- A5 → A4 = enlargement of 129%
- B6 → A4 = enlargement of 149%
- A6 → A4 = enlargement of 182%
- B7 → A4 = enlargement of 211%

- A7 → A4 = enlargement of 258%
- 50% (minimum)
- 400% (maximum)

It is also possible to set reductions from 99% to 50%, or enlargements from 101% to 400% in 1% steps, using the ◀ / ▶ keys.

While copying, the reduction/enlargement percentage is shown on the left hand side of the display.

When enlarging, the alignment point (from which enlargement takes place), is the centre of the original page. The copied document is printed in the top left hand corner of the page.

Default values are reinstated two minutes after copying finishes, or after two minutes of inactivity.



### key (PAPER)

This key allows you to choose the type of paper you want to copy onto.

The default setting (NORMAL) appears when the key is pressed once.

Your document can be copied onto the following types of paper:

- GLOSSY (coated, glossy paper),
- PHOTO (photographic paper),
- COATED,
- TRANSPARENT (positive transparencies),
- TRANSFERS (special paper for reproducing the image on a fabric).

Default values are reinstated two minutes after copying finishes, or after two minutes of inactivity.



### Quality key (QUALITY)

This key allows you to choose the quality of the copy produced.

The default setting (DRAFT) is shown when the key is pressed once.

The only other alternative is HIGH QUALITY.

Default values are reinstated two minutes after copying finishes, or after two minutes of inactivity.



### key (B/W COPIES)

This key prepares the machine for making black and white copies. The first time you press this key, you will be asked to type in the number of copies required. To begin copying, press the key a second time.



### COLOUR COPIES

This key starts the colour copying process.

## WHAT DOCUMENTS CAN BE INSERTED IN THE ADF...

### Dimensions

- Width min. 148 mm - max. 216 mm
- Length min. 216 mm - max. 600 mm

### Thickness

From: 60 - 90 g/m<sup>2</sup> (max. 25 sheets)  
50 - 340 g/m<sup>2</sup> (1 sheet at a time)

For small formats and light-weight originals, use the document holder supplied with the machine.

Remember to position correctly the paper thickness lever on the ADF.

## MAKING A COPY ...

First ensure that the machine is switched on, with the print head inserted, and ready to work (initialising cycle completed) - the display will show:

RX ON FAX	100%
29-10-99	14:42

Proceed as follows:

1. If necessary, load paper into the ASF and check that the **format** corresponds to what is set on the **Configuration** menu (see "*Paper and other print media*").
2. Place the document to be copied, face down, into the ADF. Check that the original thickness lever is in the correct position: to the left for plain paper, and to the right for special paper.
3. If necessary, set the **light/dark** and/or **saturation** required, using the **IMAGE** key.  
  
*The SATURATION setting does not effect black and white copies.*
4. If necessary, set the **reduction/enlargement** required using the **REDUCTION/ENLARGEMENT** key.
5. Set the **type of paper** onto which the copies will be printed, using the **PAPER** key.
6. Set the **copy quality** using the **QUALITY** key.
7. Set the **type of copy** pressing the **B/W COPY** or **COLOUR COPY** key.
8. If you have set a password to limit the use of the copier, you will now be asked to type it. Type it and then press the **START** key:
  - if you have pressed the **COLOUR COPY** key, the copy will be made immediately.
  - If you have pressed **B/W COPY**, you will have to type in the number of copies required.
9. Type in the **number of copies** required, using the **numeric keypad**.
10. Press the **B/W COPY** key to **begin copying**.

If you have any difficulty making copies, check the following points and then try again:

- If there is no ink in the print head, the machine will not copy, and the message CHECK PRINT HEAD will flash on the display.  
Replace the print head (see *Maintenance*).
- If you have set the machine to make colour copies, and the print head is black, or vice versa, the message CHECK PRINT HEAD will flash on the display.  
Change the print head (see *Maintenance*).
- if the copy is of a poor quality:
  - carry out the **calibration** process (see *Maintenance*).
  - change the **remove background** setting on the **CONFIGURATION** menu (*only valid for B/W copying*).





**PRINTER**





To use the machine as a printer, you must first:

1. Install the machine completely (see *Installation*).
2. Ensure that the machine is switched on.
3. Ensure that the settings in the printer driver correspond your requirements.
4. Make sure that the machine is selected as the printing device.

At this point:

5. Open a word processing or desktop publishing application.
6. Open or create the document you want to print; modify and save it.
7. Select the Print command on your application. A window illustrating the characteristics of the print being carried out will appear on the screen.
8. Select the type and format of paper loaded, as well as the number of copies required (for further details see the electronic documentation loaded with your printer driver). Make sure that the machine is selected as the printer to be used, and click on OK.

*If you use special printing media during your print operation, once this is completed, remember to remove any remaining sheets from the ASF, to prevent them being used for printing documents in reception by fax.*

## CUSTOMISING PRINT SETTINGS

Always ensure that the **Type of paper** and **Paper Format** features in the printer driver correspond to the characteristics of the print support programs that you intend using. Calibration of the colours is specifically set in the printer driver, for the individual print functions carried out by the printer. Incorrect settings could result in slightly poorer print quality.

1. To access the printer driver settings:

*Windows® 95/98/NT*

From the Desktop window click on **Start** and then on **Printers**. Using the mouse, right click on the printer driver for fax icon, and then click on **Properties** to access the driver's properties.

2. Click on the **Settings** tab.

A field containing all the settings that can be used to set up the printer will open.

A complete description of these functions is contained in the electronic documentation loaded when the driver is installed.

3. Any changes made to the setting options must be confirmed before they can be saved. To confirm the new options chosen, click on the **Apply** button situated at the bottom of the screen.
4. Click on **OK** to go out of the **Properties** window and save the customised settings, or click **Cancel** to exit the **Properties** window without saving the changes.

The **Monitor Printer** button allows immediate access to all the printer controls and status indications.

The **Default** button at the bottom of the screen resets all settings to their default values.



## INFORMATION ON THE DRIVER SETTINGS

Access to the information on the **Settings** tab can be obtained in several different ways:

- pointing the mouse at any setting for more than 3 seconds will activate a flash explaining the function of the setting. The flash will disappear as soon as the mouse is moved,
- choosing the setting required, and right clicking the mouse,
- selecting ? in the top right hand corner of the window and dragging it on to the required setting,
- clicking on the **HELP** button in the bottom right corner of the window. This accesses the entire section relating to the **Settings** window.

## SELECTING THE MACHINE AS YOUR OUTPUT DEVICE

The machine is usually set as the default output device during installation of the printer driver. If you have not already done this, you can proceed as follows:

*In Windows® 95/98/NT*, click on **Start** and on **Printers**. At this point, double click on the **printer icon**, then click on **Printers** and on **Set as default**.

If you do not wish to set the machine as the default printer, you can choose it when printing.

*For further information on operating the printer, see the electronic documentation loaded when the printer driver was installed.*



**SCANNER**





To use the machine as a scanner, you must first:

- Install the machine completely (see *Installation*).
- Make sure that both the machine and the PC are switched on.

At this stage:

1. Insert the document you want to scan into the ADF.
2. Open the LinkFax Pro@ remote panel on your PC screen.
3. Click the **SCAN** button on the remote panel.  
The TWAIN scanner driver window will open and the fax machine will scan the document.  
When scanning is completed, the driver window closes and another window opens to allow you to save the file you have created.
4. Follow the instructions shown.

or

1. Open your scanning application (which must be TWAIN-compatible).
2. Choose a source.
3. Start the image acquisition function (for example: **Import...**).
4. Insert the document you want to scan into the ADF.
5. Click on the **SCAN** tab on the scanner driver window.  
The scanning driver opens and the machine scans the document.
6. Once scanning is completed, the image will be displayed on a page in your application.

*If the document consists of more than one page, make sure that the ADF option is selected in the driver window.*

For further information on operating the scanner from the PC and a complete description of the functions contained on the video pages, consult the electronic documentation installed along with the scanner driver as well as that supplied with the scanner application.

Using the OCR application that is loaded when you install "Unimessage" by WordCraft, you can convert a file obtained in a scanning operation into an editable file. For further information, consult the electronic documentation loaded on your PC hard disk when you installed the application.





***PC - COLOUR FAX APPLICATION***





Using the LinkFax Pro@ programme that you loaded while installing the fax machine (see **INSTALLATION**), and "Unimessage" by WordCraft, you can send and receive faxes both in colour and in black and white.

Besides offering a standard application between "Unimessage" and your machine, LinkFax Pro@ also ensures synchronisation between scanning, communicating (transmitting and receiving) and printing operations, so that they do not conflict.

To install the software, refer to **INSTALLATION** and the documentation supplied with the application itself.

**For further information on operating the machine, and a more complete description of the functions that can be performed using the PC, consult the electronic documents loaded with LinkFax Pro@ and those supplied with "Unimessage".**







## **MAINTENANCE**





To ensure that your fax machine works correctly, read also the **recommendations** at the beginning of this manual. These recommendations concern **replacement** of accessories (colour or monochrome print heads) and **periodical cleaning** of the following parts:

- **print head nozzles**
- **print head electrical contacts**
- **print head pad**
- **optical reader**
- **casing**

and the **removal** of **documents jammed** in the ADF and **paper jammed** in the ASF.


For solving minor problems, refer to the appropriate section of this chapter.

**REPLACING THE PRINT HEAD (“OUT OF INK”) ...**

When the ink in the cartridge runs out, the display shows the message “OUT OF INK”. At this point you must change the **print head**.

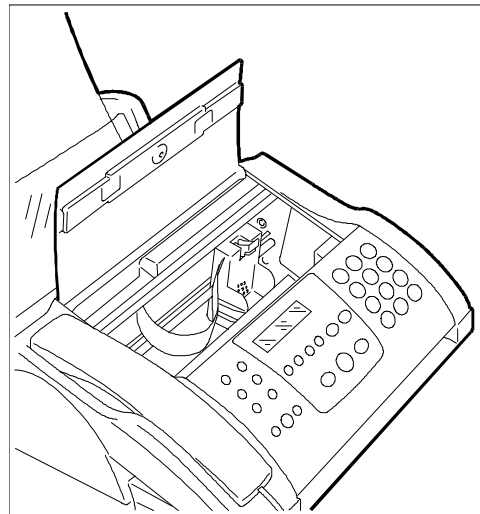
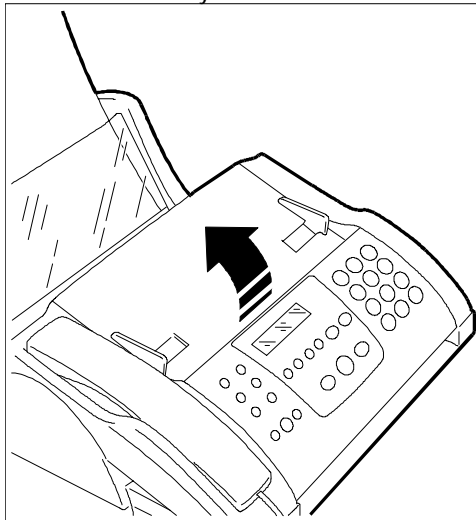
When changing the print head, take care not to move the print head carriage from the loading position.



1. Press the  key. The display will show: “CHANGE PRINT HEAD: PRESS RESET”.

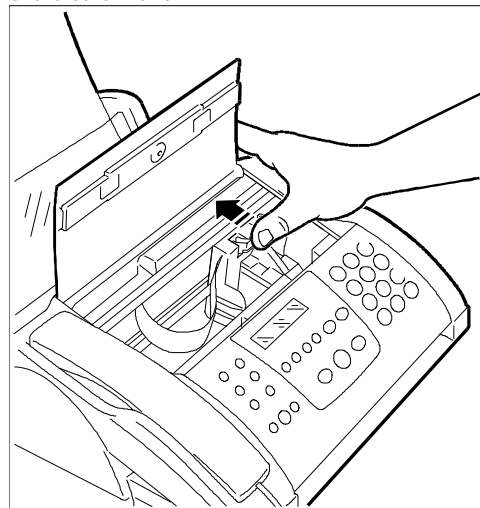
*This key is NOT active during print operations. To move the print head carriage, you should press it ONLY after the print operation is completed.*

Lift the print head compartment cover in the direction indicated by the arrow.

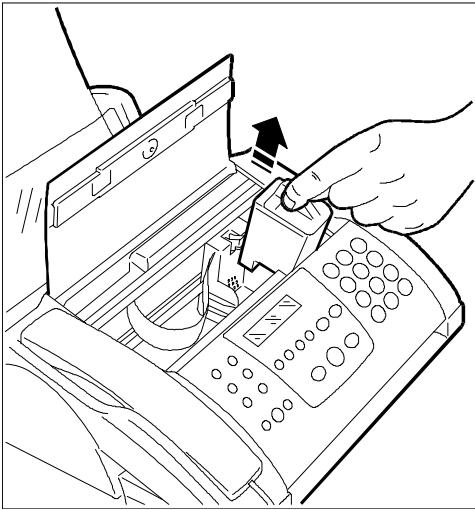


2. Release the print head, pushing the lever towards the back of the machine.

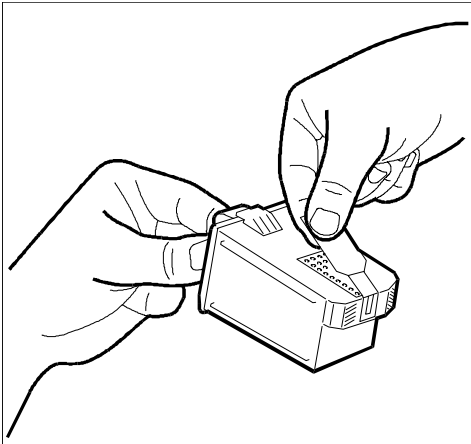
The print head is released towards the front of the machine. If necessary, accompany it with a finger of the other hand.



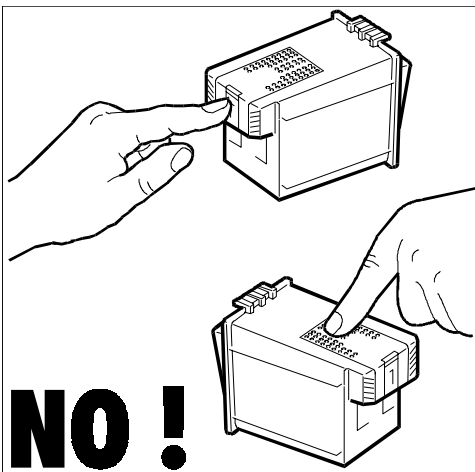
4. Remove the print head from its compartment.



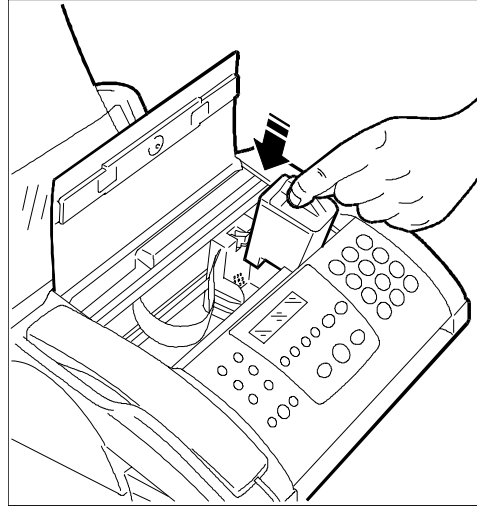
5. Remove the new print head from its package and, holding it by the grip, peel off the protective film.



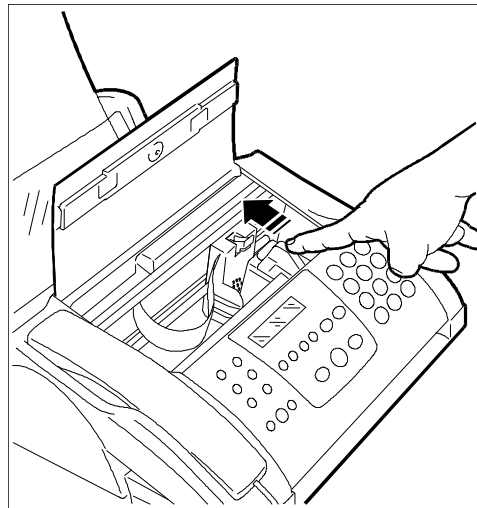
Avoid touching both the nozzles and the electrical contacts.




6. Insert the new print head in its compartment with the electrical contacts facing towards the back of the machine.



7. Push the print head in the direction indicated by the arrow until a click is heard, confirming that it has been correctly inserted.



8. Close the print head compartment cover, and press the  key again.



The machine will **automatically** check the print head and the display will show: "INST. PRINT HEAD. PLEASE WAIT" for a few seconds.

When you have **replaced** the **print head** because it was **out of ink**, the machine will recognise that it has been replaced and the display will show: "NEW PRINT HEAD? 1 = YES, 0 =NO". Press the 1 key on the numeric keypad. The machine will recommend aligning the print head.

## CHANGING THE PRINT HEAD (EXCHANGING HEADS) ...

If you remove the print head to change type (from black/white to colour, or vice versa) or for any reason other than "out of ink", proceed as follows:

**When changing the print head, take care not to move the print head carriage from the loading position.**

1. Press the  key.
2. Open the print head compartment cover, and remove the head.
3. Insert the other head.
4. Press the  key again. The message on the display will recommend that you align the print head.
5. If you have simply switched heads that have already been used and thus already initialised and recognised by the fax machine, when the alignment is finished the fax machine will return to the initial waiting mode and will be ready to operate.
6. If you have inserted a new print head, when the alignment operation has been completed you must indicate that a new head has been used to ensure correct functioning of the "out of ink" counter.

Press the **FUNCTION** key.



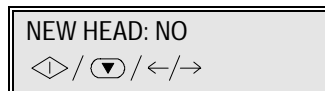
1.MEMORY TX  
( F ) / < / > / 1-9

7. Press **3** on the numeric key pad



3.HEAD MAINTEN.  
( F ) / < / > / 1-9

8. Press the **START** key.



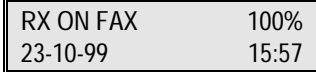
NEW HEAD: NO  
< / > / <->

9. Press the **< / >** key to see the other option available: "NEW HEAD: YES" and then press the **START** key followed by the **STOP** key to return the machine to the initial waiting mode.

## ALIGNING THE PRINT HEAD ...

When you insert a new print head or when you exchange a colour print head for a black one or vice versa, you should always align the print head that has just been inserted.

1. Make sure that there is paper in the ASF and that the display shows the initial waiting mode:



RX ON FAX 100%  
23-10-99 15:57

2. Press the **FUNCTION** key.



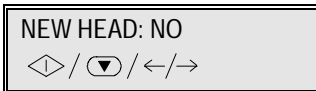
1.MEMORY TX  
( F ) / < / > / 1-9

3. Press **3** on the numeric key pad.



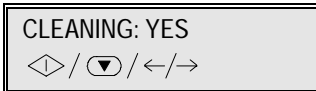
3.HEAD MAINTEN.  
( F ) / < / > / 1-9

2. Press the **START** key.



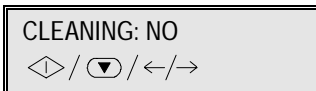
NEW HEAD: NO  
< / > / <->

3. Press the **START** key. The display shows:



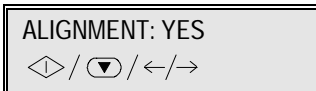
CLEANING: YES  
< / > / <->

4. Press the **< / >** keys to show:



CLEANING: NO  
< / > / <->

5. Press the **START** key. The display shows:



ALIGNMENT: YES  
< / > / <->

6. Press the **START** key.

The machine will print a new test page headed "**Test: Bidirectional alignment**".

If the alignment corresponding to the "xx" value on the test page represents the ideal setting, press the **START** key. If not, choose a different value using the **< / >** keys and press the **START** key.

The machine will print another test page, containing the settings you have made, headed "**Alignment confirmation**" and will then return to the initial waiting mode automatically.

## PRECAUTIONS

Since you will have to **change the print head** at fairly regular intervals that will vary depending on how intensively the machine is used, the following precautions should also be observed:

- **do not attempt to refill** the print head: this could damage the head itself or the machine.
- keep **print head not in use** in a suitable **holder** (not included with the machine). This will ensure longer print head efficiency and higher print quality.
- take care **not to get ink on yourself**: ink stains are difficult to remove.

The machine **automatically recognises the type of print head installed and checks the ink level using a specific internal counter** so as to display the "OUT OF INK" message when necessary.

To ensure that the ink level counted by the machine coincides with the actual level in the print head, **never use print heads taken from other (fax or printer) machines**. When inserting a new print head, you must indicate to the machine that the print head you have inserted is new (see previous paragraph).

## PRINT HEAD CLEANING AND NOZZLE TESTING ...

If the **printing quality deteriorates**, you can clean the print head and test the nozzles with a printout showing their condition.

1. Make sure that the display shows the initial waiting mode with the date and time.

RX ON FAX	100%
23-10-99	15:57

2. Press the **FUNCTION** key.

1.MEMORY TX
( F ) / < / > / < / > / 1-9

3. Press **3** on the numeric key pad.

3.HEAD MAINTEN.
( F ) / < / > / < / > / 1-9

4. Press the **START** key.

NEW HEAD: NO
< / > / < / > / < / >

5. Press the **START** key.

CLEANING: YES
< / > / < / > / < / >

6. Press the **START** key. The fax machine will automatically begin cleaning the print head and cleaning and checking the nozzles. It will print the result of this check (PRINT TEST) on a sheet inserted automatically from the ASF. The display will alternate the following messages:

CLEANING PRINT HEAD
PLEASE WAIT

PRINT TEST
PLEASE WAIT

*On completing the print test, the machine returns to the initial waiting mode.*


7. Check the print test for gaps in the lines between one nozzle and another. A broken line indicates that the corresponding nozzles are blocked.

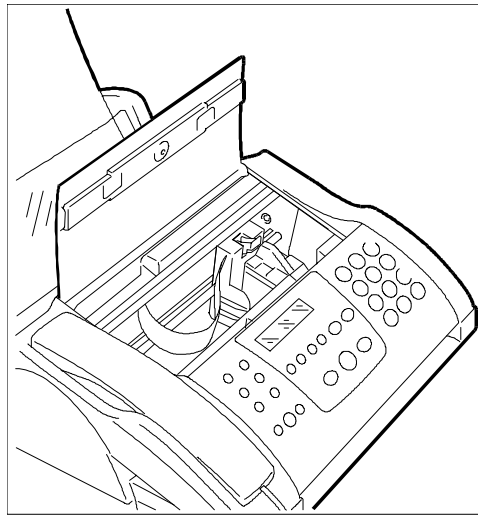
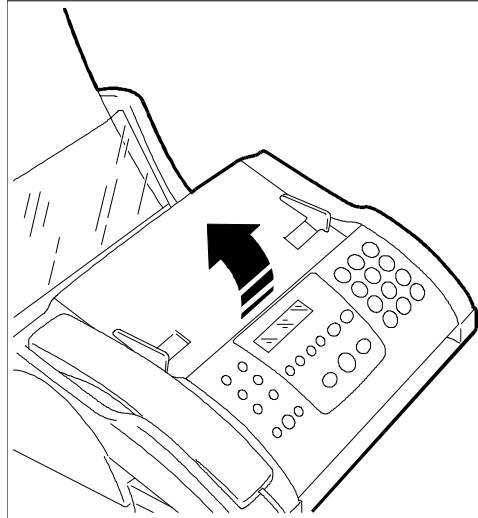
If this is the case, try re-cleaning the nozzles. If the new print test also proves unsatisfactory, repeat the entire procedure again.

If, after repeating the print head cleaning procedure three times, the print quality is still not up to standard, continue as follows to obtain a satisfactory print sample:

- Use the machine to make a copy of a document that contains the type of graphic or text required and evaluate the quality.
- Change the type of paper and run the print test.
- Remove the print head and check that there are no dust particles on the print nozzles. If there are, remove them carefully. Taking care not to touch the clean nozzles, clean the print head pads (see “**Cleaning the print head pad**”) and re-insert the print head and run the print test.
- Remove the print head and clean the electrical contacts on the print head and on the print head carriage (see “**Cleaning the print head electrical contacts**”), then re-insert the print head and run the print test.
- Ask for technical assistance.

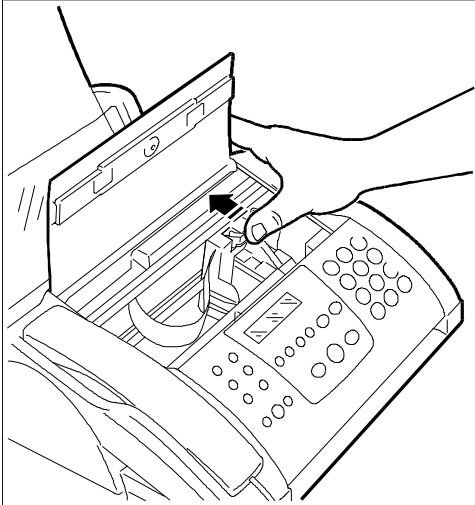
## CLEANING THE PRINT HEAD ELECTRICAL CONTACTS ...

1. Press the  key. The display shows: “CHANGE PRINT HEAD: PRESS RESET”.
2. Lift the print head compartment cover.

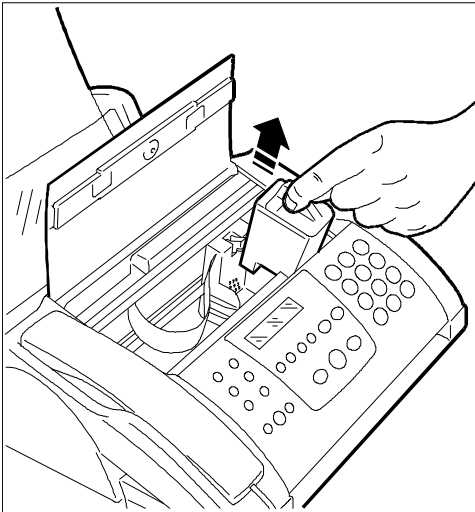




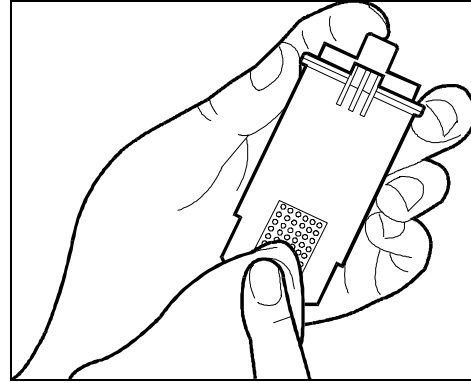
3. Release the print head, pushing the lever towards the back of the print head compartment.



4. Remove the print head.



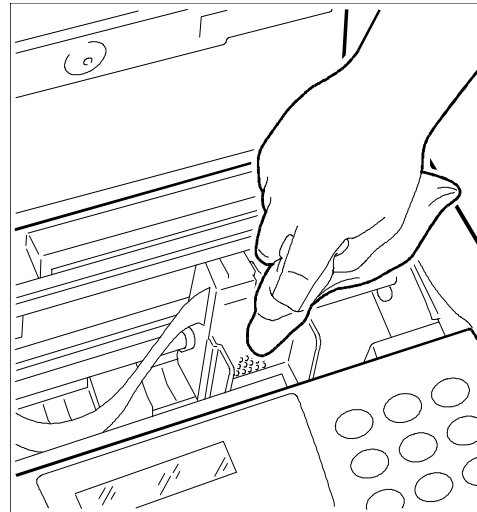
5. Clean the electrical contacts using a slightly dampened cloth.



**Do not touch the nozzles.**

6. Disconnect the fax machine from the electrical power supply.

7. Clean the electrical contacts on the print head carriage using a slightly dampened cloth.

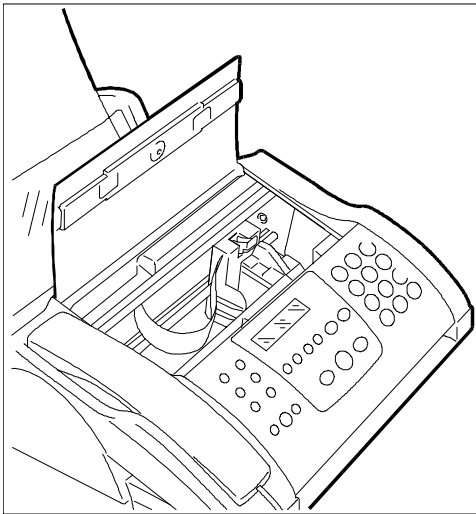
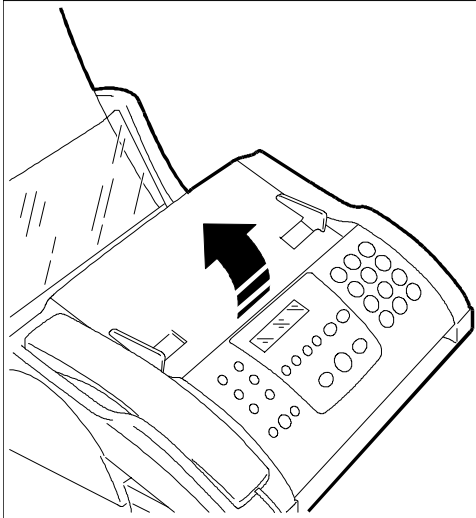


8. Re-insert the print head and close the print head compartment cover.

9. Reconnect the fax machine to the electrical power supply.

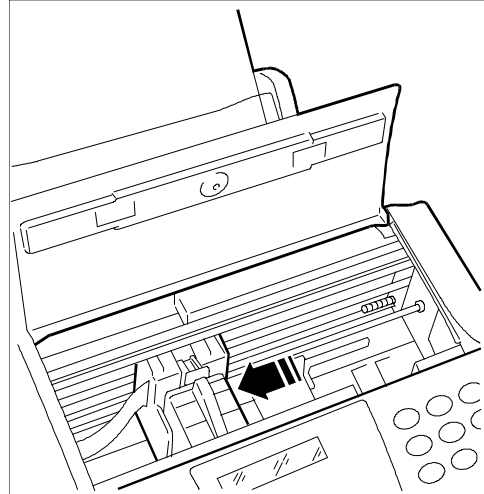
## CLEANING THE PRINT HEAD PAD ...

1. Press the  key. The display will show "CHANGE PRINT HEAD: PRESS RESET".
2. Lift the print head compartment cover.

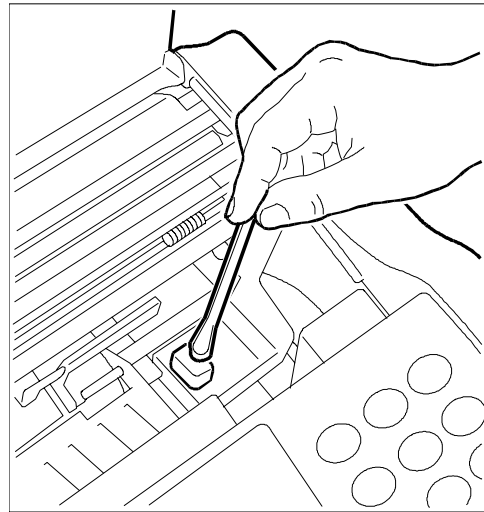


3. Disconnect the fax machine from the electrical power supply.

4. Move the print head carriage to the left as shown in the figure.



5. Clean the print head pad with a dry cotton swab.

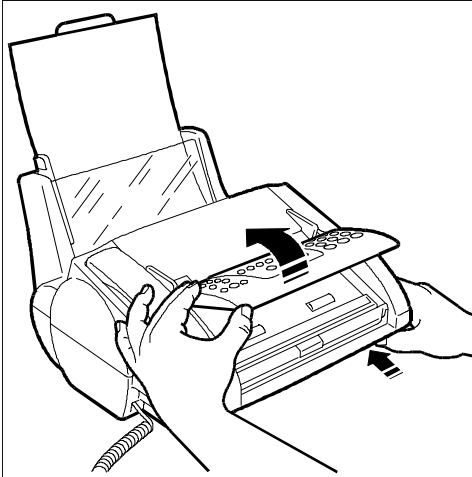


6. Close the print head compartment cover.
7. Reconnect the fax machine to the electrical power supply.

## CLEANING THE OPTICAL READER ...

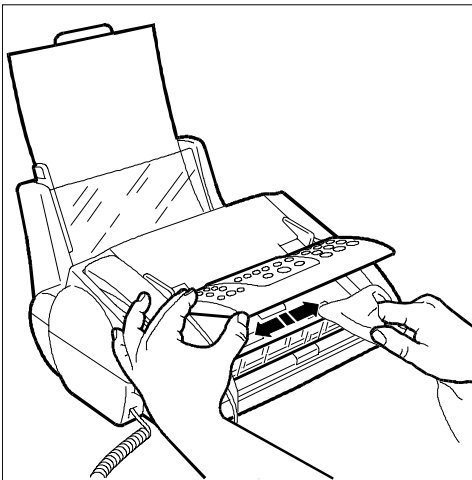
Dust accumulating on the glass of the optical reader can cause problems in reading documents. To prevent this problem, you should clean the glass every so often as follows:

1. Disconnect the machine from the electrical power supply.
2. Push in the lever situated under the right hand side of the operator panel and lift the panel.



3. Holding up the panel, clean the optical reader glass using a cloth dampened with a product specifically for cleaning glass, and then dry carefully.

***Do not pour or spray the cleaning agent directly on to the glass.***



4. Close the operator panel.
5. Reconnect the machine to the electrical power supply.

To check that the optical reader is clean, make a copy of a blank page. If vertical lines appear on the copy and further inspection of the optical reader shows it to be perfectly clean, contact a qualified technician.

## CALIBRATING THE OPTICAL READER ...

If the machine has been transported or moved, you should (re)calibrate the scanner before using it.

1. Press the **FUNCTION** key.

1.MEMORY TX  
( F ) / ◀ / ▼ / 1-9

2. Press **8** on the numeric key pad.

8.SETUP  
( F ) / ◀ / ▼ / 1-9

3. Press the **START** key.

DATE AND TIME  
( F ) / ◀ / ▼

4. Press the **FUNCTION** key until the display shows:

COPY PARAMETERS  
( F ) / ◀ / ▼

5. Press the **START** key until the display shows:

CALIBR. SCAN.:NO  
◀ / ▼ / ← / →

6. Press the ◀ / ▶ keys until the display shows:

CALIBR. SCAN.:YES  
◀ / ▼ / ← / →

7. Insert the scanner calibration sheet supplied with the fax machine in the ADF (the instructions are printed on the sheet itself).

8. Press the **START** key.

The calibration procedure begins automatically. During calibration, the first line of the display shows «PLEASE WAIT», while progress is indicated on the second line.

Once calibration is completed, if no errors have been found, the display shows:

CALIBRATION COMPLETE  
STOP

9. Press the **STOP** key; the display will show «PLEASE WAIT». The fax machine will expel the calibration sheet and return to the waiting mode.

## CLEANING THE CASING ...

1. Disconnect the fax machine from the electrical power supply and telephone socket.
2. Only use a soft, lint-free cloth dampened with a diluted neutral detergent.

## REMOVING JAMMED DOCUMENTS ...

During **transmission** or when **copying**, a **document** may become **jammed** in the ADF. The display will show the message: **"REMOVE DOCUMENT, PRESS [▼]"**.

Try to eject the original by pressing the **STOP** key. If this is not successful, you must remove it manually as follows:

1. Push in the lever situated under the right hand side of the console and lift the console panel.



2. Holding the console up, remove any documents from the ADF.



3. Close the console panel carefully and securely.

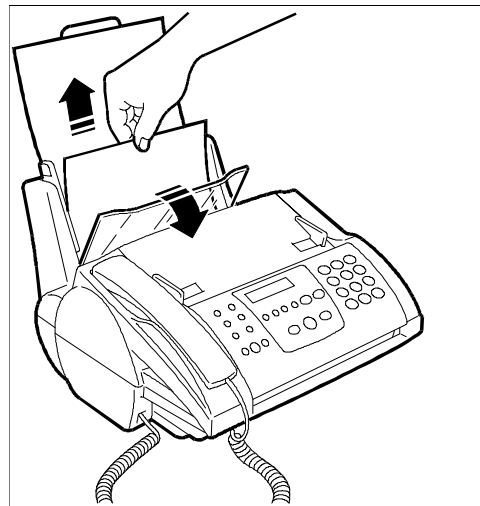
## REMOVING JAMMED SHEETS OF PAPER ...

If the paper used to print documents received or copied becomes jammed, the display will show the message: **"PAPER ERROR, PRESS [▼]"**.

Try to eject the sheet by pressing the [▼] key. If this is not successful, you must remove it manually as follows:

- If the paper jams in the ASF:

1. Lift the ASF cover and remove the jammed sheet of paper.



2. Check that the paper has been loaded correctly in the ASF, and that it is not torn or creased.

- If the paper jams in the exit slot:

Remove the jammed sheet of paper, pulling it carefully out of the fax machine.



## SOLVING MINOR PROBLEMS ...

The following list may be useful as a guide to solving minor problems.

PROBLEM	SOLUTION
The fax machine does not switch on.	Check that the power supply cable is connected.
The document does not insert correctly.	Check that the document corresponds to the recommendations given in <b>"Which documents you can use"</b> in <b>"Transmitting and receiving"</b> .
The fax machine does not transmit the document	Check that the document is not jammed inside the machine.  If the line is busy, wait until it is free and then re-transmit.
The fax machine does not receive in automatic mode.	You have set it for manual reception: reset it for automatic reception.
The fax machine neither copies nor receives.	Check that the document or the printing paper are not jammed inside the machine.  The type of paper you are using is not suitable: see the paper characteristics given in <b>"Paper and other print media"</b> .
The fax machine prints completely blank documents.	Position the document correctly with the side to be copied face down.

If the fax machine does not transmit or receive documents, this may also be due to other causes. They will be indicated with an **error code** in the **"Transmission report"** and in the **"Activity report"**. See **"Printing reports and lists"**, in **"Transmitting and receiving"**.

## CONFLICTING OPERATIONS

If you are unable to carry out a particular operation, first check that the fax machine is functioning correctly and then that you are not trying to carry out two incompatible operations at the same time.

When using a specific function, you can not begin a second operation in the same environment or one that uses the same machine modules (printer, scanner, etc). For example, if you are performing any type of local printing operation (TX IN MEMORY, MAINTENANCE, PRINT HEAD, POLLING TX, MAILBOX, or PC REPORTS, SETTING or INSTALLATION PRINTOUTS), you cannot begin copying or scanning either locally or via a PC, but you can receive (fax) documents transmitted to the memory, receive telephone calls, and scan for the PC.

The following table lists the functions that can/cannot be carried out at the same time:

Activity in progress	Operations permitted	Operations not permitted
<b>User operation</b>	<ul style="list-style-type: none"> <li>• TX from memory</li> <li>• Reception</li> <li>• Automatic printing</li> <li>• Scanning to PC</li> <li>• Printing from PC</li> <li>• Unimessage operations</li> </ul>	<ul style="list-style-type: none"> <li>• TX from ADF</li> <li>• Copying</li> <li>• Telephone call</li> <li>• Use of remote operator panel</li> </ul>
<b>Transmission from ADF</b>	<ul style="list-style-type: none"> <li>• TX from memory (suspended)</li> <li>• Reception (suspended)</li> <li>• Telephone call</li> <li>• Automatic printing</li> <li>• Printing from PC</li> <li>• Unimessage operations</li> <li>• Use of remote operator panel</li> </ul>	<ul style="list-style-type: none"> <li>• User operation</li> <li>• Copying</li> <li>• Scanning to PC</li> </ul>
<b>Transmission from memory</b>	<ul style="list-style-type: none"> <li>• User operation</li> <li>• TX from ADF (suspended)</li> <li>• Reception (suspended)</li> <li>• Telephone call (suspended)</li> <li>• Copying</li> <li>• Automatic printing</li> <li>• Scanning to PC</li> <li>• Printing from PC</li> <li>• Unimessage operation (suspended)</li> <li>• Use of remote operator panel</li> </ul>	
<b>Reception</b>	<ul style="list-style-type: none"> <li>• User operation</li> <li>• Telephone call (suspended)</li> <li>• Copying</li> <li>• Automatic printing</li> <li>• Scanning to PC</li> <li>• Printing from PC</li> <li>• Use of remote operator panel</li> </ul>	<ul style="list-style-type: none"> <li>• TX from ADF</li> <li>• TX from memory</li> <li>• Unimessage operation (suspended)</li> </ul>
<b>Telephone call</b>	<ul style="list-style-type: none"> <li>• User operation (1)</li> <li>• TX from ADF (2)</li> <li>• Copying (1)</li> <li>• Automatic printing</li> <li>• Scanning to PC</li> <li>• Printing from PC</li> <li>• Use of remote operator panel</li> </ul>	<ul style="list-style-type: none"> <li>• TX from memory</li> <li>• Reception</li> <li>• Unimessage operation (suspended)</li> </ul>

<b>Copying</b>	<ul style="list-style-type: none"> <li>• TX from memory</li> <li>• Reception</li> <li>• Unimessage operation</li> </ul>	<ul style="list-style-type: none"> <li>• User operation</li> <li>• TX from ADF</li> <li>• Telephone call</li> <li>• Automatic printing</li> <li>• Scanning to PC</li> <li>• Printing from PC</li> <li>• Use of remote operator panel</li> </ul>
<b>Automatic printing</b>	<ul style="list-style-type: none"> <li>• User operation</li> <li>• TX from ADF</li> <li>• TX from memory</li> <li>• Reception</li> <li>• Telephone call</li> <li>• Scanning to PC</li> <li>• Unimessage operation</li> <li>• Use of remote operator panel</li> </ul>	<ul style="list-style-type: none"> <li>• Copying</li> <li>• Printing from PC</li> </ul>
<b>Scanning to PC</b>	<ul style="list-style-type: none"> <li>• User operation</li> <li>• TX from memory</li> <li>• Reception</li> <li>• Telephone call</li> <li>• Automatic printing</li> <li>• Printing from PC</li> <li>• Use of remote operator panel</li> </ul>	<ul style="list-style-type: none"> <li>• Copying</li> <li>• TX from ADF</li> <li>• Unimessage operation</li> </ul>
<b>Printing from PC</b>	<ul style="list-style-type: none"> <li>• User operation</li> <li>• TX from ADF</li> <li>• TX from memory</li> <li>• Reception</li> <li>• Telephone call</li> <li>• Scanning to PC</li> <li>• Use of remote operator panel</li> </ul>	<ul style="list-style-type: none"> <li>• Copying</li> <li>• Automatic printing</li> <li>• Unimessage operation</li> </ul>
<b>Unimessage operations</b>	<ul style="list-style-type: none"> <li>• User operation</li> <li>• Copying</li> <li>• Automatic printing</li> <li>• Scanning to PC (only to memory)</li> <li>• Printing from PC (only to memory)</li> <li>• Use of remote operator panel</li> </ul>	<ul style="list-style-type: none"> <li>• TX from ADF</li> <li>• TX from memory</li> <li>• Reception</li> <li>• Telephone call</li> </ul>
<b>Remote operator panel</b>	<ul style="list-style-type: none"> <li>• TX from ADF</li> <li>• TX from memory</li> <li>• Reception</li> <li>• Telephone call</li> <li>• Copying</li> <li>• Automatic printing</li> <li>• Scanning to PC</li> <li>• Printing from PC</li> <li>• Unimessage operation</li> </ul>	<ul style="list-style-type: none"> <li>• User operation</li> </ul>

## ERROR CODES ...

The error codes are printed on both the transmission and activity reports and are represented by **two digits** indicating the **cause** of the error. Due to limited space, only the code is indicated without any message on the activity report.

CODE	ERROR	CAUSE/SOLUTION
01 / 09	No document	<i>Document to be transmitted missing.</i> Place the document in the ADF.
02	Connection not possible	<i>No connection to the contact's machine.</i> Check that your contact's machine is connected, switched on and free and that the number called is correct.
03	Recipient does not answer	<i>Their machine is disconnected, switched off or busy.</i> Check that your contact's machine is connected, switched on and free and that the number called is correct.
04	Error during transmission	<i>Interference on the line or some other fault.</i> Try re-transmitting, starting from the page number indicated on the transmission report.
05	Re-transmit pages:	<i>The pages indicated were not transmitted.</i> Reinsert the pages indicated into the ADF and re-transmit.
07	Document too long	<i>The document does not comply with the format stated or exceeds the maximum length permitted.</i> Set the document format correctly or repaginate it to fall within the length permitted.
08	Check the document	<i>Paper has jammed.</i> Remove the document or paper that has jammed and check that documents in the ADF and paper in the ASF have been correctly loaded.
10	Reception error	<i>Interference on the line.</i> Ask your contact to re-transmit the document.
11	Reception not possible	<i>Memory full.</i> Cancel excess documents from the fax memory.
13	Polling error	<i>The document has not been correctly recorded and/or there are connection problems or interference on the line.</i> Make sure the document has been correctly stored and that the machines are connected, installed, and correctly set.
14	TX/RX reserved	<i>Address not valid/ Transmission/reception operations are protected by a password.</i> Check that the address is correct and/or that the correspondent has created a confidential mailbox. Type the password to continue the operation.
15	Number not enabled	<i>The number called has not been enabled.</i> Check the number you have dialled, and confirm it with the contact to / from whom you wish to transmit / receive.
16	Power failure	<i>The power failed during a TX/RX operation.</i>
21	Press <b>STOP</b>	<i>The operation in progress has been interrupted.</i>
22	Engaged	<i>An engaged tone was received before or after the connection was established.</i> Try re-transmitting.
23	Reception not possible	Check that the machine is not in an error condition that prevents it from receiving (e.g. no paper in ASF and memory full).



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## TECHNICAL DATA

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### GENERAL FEATURES

*Model:* Desktop transceiver

- Display: LCD 16 + 16 characters
- PC Interface: Parallel bi-directional; IEEE 1284 ECP
- Compatibility: Windows 95, 98, NT 4.0 client

*Dimensions:*

- Width: 369 mm
- Depth: 300 mm + 66 mm (machine + ASF paper tray)
- Height: 210 mm (with the ASF paper tray fitted)

*Weight:* 5.9 kg (8 kg packed)

*Electrical supply characteristics:*

(see the label on the back of the machine)

- Power voltage: 115 - 240 VAC
- Frequency: 50 - 60 Hz

*Power consumption:*

- Stand-by: 7 W
- max.: 30 W

*Printing technique:*

- Ink-jet on plain paper
- Print line length: 204 mm max.

*Print head:*

- Four-colour (CMYK)
- Black (optional)

*Paper:*

- Weight: 60 to 90 g/m<sup>2</sup>
- Format: A4, Letter, Legal
- ASF capacity: 200 single sheets (80 g/m<sup>2</sup>)
- ADF capacity: 25 single sheets

### ENVIRONMENTAL CONDITIONS

*Temperature:*

- from +5°C to +35°C (operating)
- from -15°C to +45°C (transport)
- from 0°C to +45°C (storage and parking)

*Relative humidity:*

- 15% - 85% (operating/storing/parking)
- 5% - 95% (transport)

### FACSIMILE FEATURES

- Telephone network: Public/private
- Compatibility: ITU G3
- Compression method: MH, MR, MMR
- Document format: A4
- Transmission time: 7 s (14400 bps) (Test Sheet No.1, in MMR, standard resolution)
- Memory capacity: up to 55 pages (Test Sheet No.1, in MM, standard resolution)

### COPIER FEATURES

*Copying speed*

B/W	QUALITY		DRAFT	
	single	multiple	single	multiple
Speed*(ppm)				
4-colour	1.2	1.2	3	3.5
Black	1.8	1.8	3.5	5

**COLOUR**

Speed**(ppm)	0.6	1.5
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\*10blacktxt.doc

\*\*6mixtextcol.doc

*Zoom* 50% to 400% with 1% increments

### PRINTER FEATURES

*Printing speed*

B/W	Speed		Resolution (h x w)
	Print quality	high prod.	
Speed-Ink saving	4.5	6.7*	600 x 300 bi-dir.
Quality-Speed	3.1*	5.6*	600 x 600 m/bi-dir.
High quality	1.4*	2.4*	600 x 1200 m-dir.

**COLOUR**

Speed-Ink saving	2.5**	3.2***	600 x 300 bi-dir.
Quality-Speed	1.3**	1.7***	600 x 600 m/bi-dir.
High quality	0.5**	0.7***	600 x 1200 m-dir.

\*10blacktxt

\*\*5mixgraphtext.doc

\*\*\*6mixtextcol.doc

### SCANNER FEATURES

- Scanning method: CIS
- Scan format: 216 x 600 mm (max.)
- Application: TWAIN compatible
- Resolution: 300 x 300 dpi (2400 x 2400 dpi interpolated)

*Reading resolution:*

- Horizontal: 8 pixel/mm
- vertical STANDARD: 3.85 lines/mm
- vertical FINE: 7.7 lines/mm
- vertical EXTRAFINE: 11.8 lines/mm



## THE SLEREXE COMPANY LIMITED

SAPORS LANE · BOOLE · DORSET · BH 25 8 ER

TELEPHONE BOOLE (945 13) 51617 · TELEX 123456

Our Ref. 350/PJC/EAC

4th April, 1984

Dr. P. N. Cundall,  
Mining Surveys Ltd.,  
Holroyd Road,  
Reading,  
Berks.

Dear Pete,

Permit me to introduce you to the facility of facsimile transmission.

In facsimile a photocell is caused to perform a raster scan over the subject copy. The variations of print density on the document cause the photocell to generate an analogous electrical video signal. This signal is used to modulate a carrier, which is transmitted to a remote destination over a radio or cable communications link.

At the remote terminal, demodulation reconstructs the video signal, which is used to modulate the density of print produced by a printing device. This device is scanning in a raster scan synchronised with that at the transmitting terminal. As a result, a facsimile copy of the subject document is produced.

Probably you have uses for this facility in your organisation.

Yours sincerely,

P. J. CROSS  
Group Leader - Facsimile Research