Panasonic

Multi-Function Plain Paper Facsimile with 900MHz Cordless Phone

Model No.

KX-FMC230
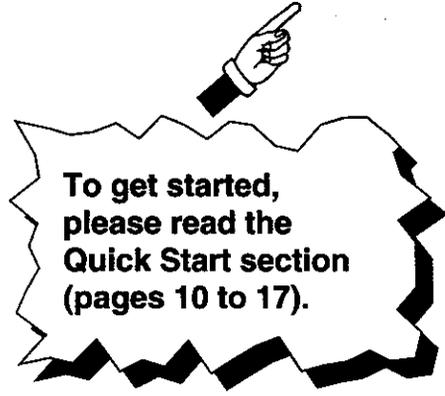
OPERATING INSTRUCTIONS
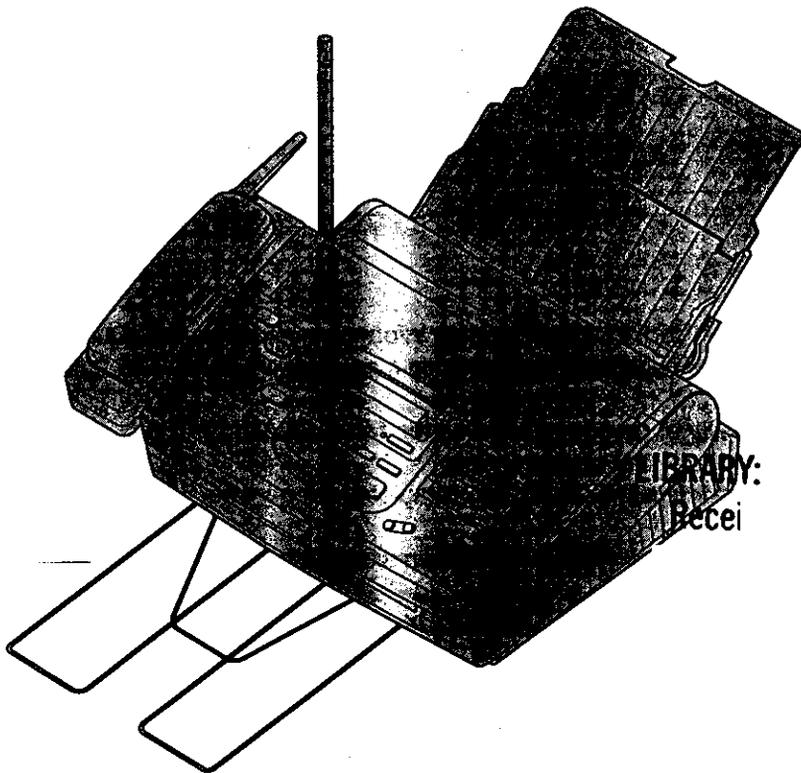
Please read these Operating Instructions before using the unit and save for future reference.

FOR OPERATION ASSISTANCE, CALL 1-800-HELP-FAX (1-800-435-7329) OR SEND A FAX TO 1-215-741-2069.

- **This product is designed for use in the United States of America, and may not operate in other countries. (See page 124 for more details.)**
- Este producto ha sido diseñado para su uso en los Estados Unidos de América, y puede no funcionar correctamente en otros países. (Consulte la página 124 para tener más detalles.)

Initial Preparation

Telephone

Fax/Copy

Multi-Function Center/PC

Help

General Information

Thank you for purchasing the Panasonic Multi-Function Plain Paper Facsimile with 900 MHz Cordless Phone.

Welcome to the world of Panasonic facsimiles.

This Panasonic Multi-Function plain paper facsimile with 900MHz cordless phone combines the telephone, copier, scanner, PC Fax, printer and TAM interface functions to provide you with more efficient office or home use. By utilizing these convenient features, you can maximize the effectiveness of this unit.

Things you should keep records of

> **Attach your sales receipt here**

For your future reference

Date of purchase

Serial No.

(found on the bottom of the unit)

Dealer's name and address

Dealer's telephone number

Caution:

● The telephone Protection Act of 1991 requires the following information to be clearly stated either at the top or bottom margin of the first message page when transmitting messages via telephone facsimile;
  —Date and time of transmission,
  —Identification of the business, entity or person(s) sending the facsimile and,
  —Telephone number of the business, entity or person(s).
  To program this information into your facsimile machine, complete all the instructions on pages 23 through 25.

● Note that the images of copied or received documents will remain on the used film. When disposing of the used film, use discretion.

● Do not rub or use an eraser on the printed side, as the print may smear.

Trademarks

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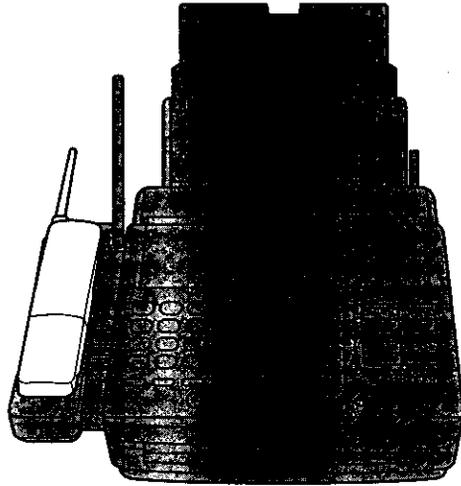
© Kyushu Matsushita Electric Co., Ltd. 1997

For best performance

Battery charge

To power the handset, install the battery and charge for about **15 hours** before initial use (p. 27).
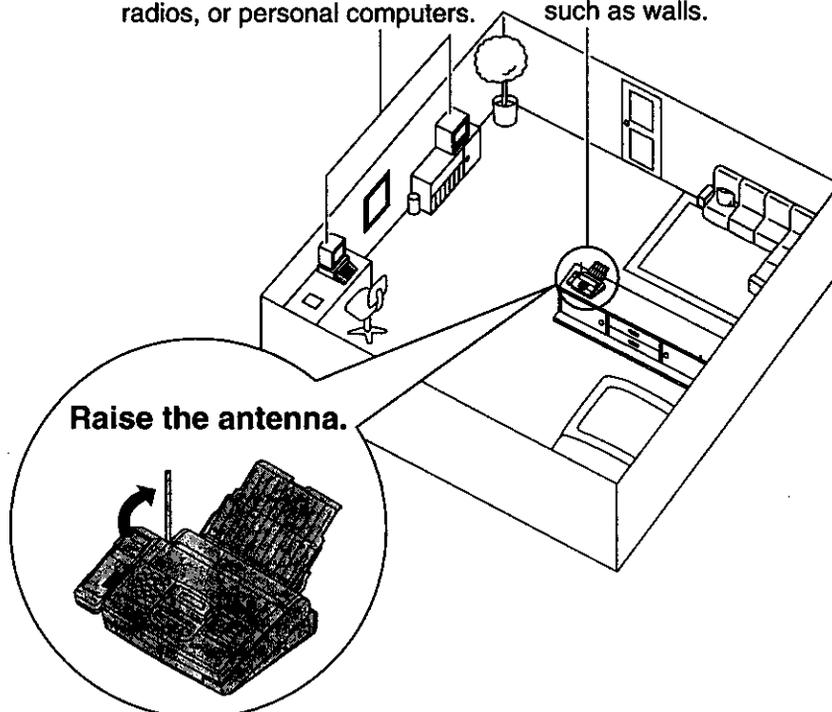
Operating distance and noise

Calls are transmitted between the main unit and the handset using wireless radio waves. **For maximum distance and noise free operation**, the recommended main unit location is:

Away from electrical appliances such as TVs, radios, or personal computers.

In a HIGH and CENTRAL location with no obstructions such as walls.

Raise the antenna.

Important safety instructions

When using this unit, basic safety precautions should always be followed to reduce the risk of fire, electric shock, or personal injury.

1. Read and understand all instructions.
2. Follow all warnings and instructions marked on this unit.
3. Unplug this unit from AC outlets before cleaning. Do not use liquid or aerosol cleaners. Use a damp cloth for cleaning.
4. Do not use this unit near water, for example, near a bath tub, wash bowl, kitchen sink, or the like.
5. Place this unit securely on a stable surface. Serious damage and/or injury may result if the unit falls.
6. Do not cover slots and openings on the unit. They are provided for ventilation and protection against overheating. Never place the unit near radiators, or in a place where proper ventilation is not provided.
7. Use only the power source marked on the unit. If you are not sure of the type of power supplied to your home, consult your dealer or local power company.
8. For safety purposes this product is equipped with a three prong grounded plug. If you do not have this type of outlet, please have one installed. Do not use any type of adaptor plug to defeat this safety feature.
9. Do not place objects on the power cord. Install the unit where no one can step or trip on the cord.
10. Do not overload wall outlets and extension cords. This can result in the risk of fire or electric shock.
11. Never push any objects through slots in this unit. This may result in the risk of fire or electric shock. Never spill any liquid on the unit.
12. To reduce the risk of electric shock, do not disassemble this unit. Take the unit to an authorized servicenter when service is required. Opening or removing covers may expose you to dangerous voltages or other risks. Incorrect reassembly can cause electric shock when the unit is subsequently used.
13. Unplug this unit from the wall outlet and refer servicing to an authorized servicenter when the following conditions occur:
    A. When the power supply cord or plug is damaged or frayed.
    B. If liquid has been spilled into the unit.
    C. If the unit has been exposed to rain or water.
    D. If the unit does not work normally by following the operating instructions. Adjust only controls covered by the operating instructions. Improper adjustment may require extensive work by an authorized servicenter.
    E. If the unit has been dropped or physically damaged.
    F. If the unit exhibits a distinct change in performance.
14. During thunderstorms, avoid using telephones except cordless types. There may be a remote risk of an electric shock from lightning.
15. Do not use this unit to report a gas leak, when in the vicinity of the leak.

SAVE THESE INSTRUCTIONS

For Assistance, Call 1-800-435-7329

CAUTION:
To reduce the risk of fire or injury to persons, read and follow these instructions.
1. Use only the battery(ies) specified.
2. Do not dispose of the battery(ies) in a fire. They may explode. Check with local waste management codes for special disposal instructions.
3. Do not open or mutilate the battery(ies). Released electrolyte is corrosive and may cause burns or injury to the eyes or skin. The electrolyte may be toxic if swallowed.
4. Exercise care in handling batteries in order not to short the battery to conductive materials such as rings, bracelets, and keys. The battery and/or conductor may overheat and cause burns.
5. Charge the battery(ies) provided with or identified for use with this product only in accordance with the instructions and limitations specified in this manual.

INSTALLATION:
1. Never install telephone wiring during a lightning storm.
2. Never install telephone jacks in wet locations unless the jack is specifically designed for wet locations.
3. Never touch uninsulated telephone wires or terminals unless the telephone line has been disconnected at the network interface.
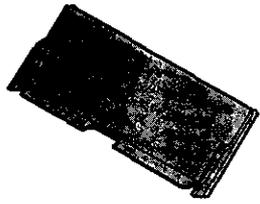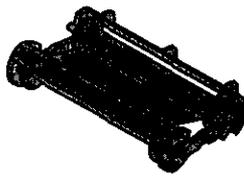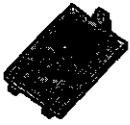4. Use caution when installing or modifying telephone lines.

WARNING:
To prevent the risk of fire or electrical shock, do not expose this product to rain or any type of moisture.

OTHER INFORMATION:
●Keep the unit away from electrical noise-generating devices, such as fluorescent lamps and motors.
●The unit should be kept free from dust, high temperature, and vibration.
●The unit should not be exposed to direct sunlight.
●Do not place heavy objects on top of this unit.
●Do not touch the plug with wet hands.

Included accessories

To order, call toll free 1-800-332-5368 or see the fax order instructions on the next page.

Power cord ...... 1 pc. Part No. PQJA200Z	Telephone line cord .... 1 pc. Part No. PQJA59V	Cordless handset.. 1 pc.	Battery cover for cordless handset .. 1 pc. Part No. PFYCFMC230M
Diverter .... 1 pc. Part No. PFUS1074Z	Paper tray .... 1 pc. Part No. PFYE1FMC230M	Film cartridge .... 1 pc. (with starter film) —The film cartridge is pre-installed.	Panasonic Multi-Function Center Software (Floppy disks).... 3 pcs. Part No. PFZXFM210M
RS232C cable .... 1 pc.	Adaptor .... 1 pc.	Battery cover for main unit .... 1 pc. Part No. PFKK1007Z1	Battery .... 1 pc. Part No. KX-A92

●If any items are missing or damaged, check with the place of purchase.
●The part numbers listed above are subject to change without notice.
●Save the original carton and packing materials for future shipping and transporting of the unit.

For accessory order, call toll free 1-800-332-5368

Accessory order information

The starter film is only 20 meters (65′) long. We recommend buying regular film [100 m (328′)] for extra stock.
To order, call toll free 1-800-332-5368 or see the fax order instructions below.

Fax orders: Please send a fax to 1-800-237-9080. Include: Your name, shipping address, telephone number. Credit card type, number, expiration and your signature. Part number of accessories you want, and quantity. Delivery method—overnight, 2nd day, or ground.

Model No.	Description	Specifications
KX-FA135	Film cartridge	1 cartridge and 1 film [216 mm × 100 m (8½″ × 328′) roll] (The film has been already installed in the cartridge.)
KX-FA136	Replacement film	2 films 216 mm × 100 m (8½″ × 328′) rolls (Film only. Use with your original cartridge.)
KX-FA180	RS232C cable	DB9 Female/DB25 Male (Includes adaptor.)
P-P592 (KX-A92)	Rechargeable battery	Ni-Cd battery

Note:
The film is not reusable. Do not rewind and use the film again.

Table of Contents

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For Assistance, Call 1-800-435-7329

Initial Preparation

Telephone

Fax/Copy

Multi-Function Center/PC

Help

General Information

Installation and connections

1 **Paper tray** (See page 19.)

A. Open the paper tray.

B. Insert the two tabs on the paper tray into the slots on the back of the unit.

2 **Paper** (See page 20.)

A. Pull the recording paper set lever forward.

B. Fan the stack of paper to avoid a paper jam and insert the paper into the paper tray.

C. Move the recording paper set lever back.

3 **Handset** (See page 27.)

A. Close the battery cover for the main unit.

B. Install the battery as shown observing the proper polarity.

Battery cover for the main unit

C. Install the battery cover.

Battery cover for cordless handset
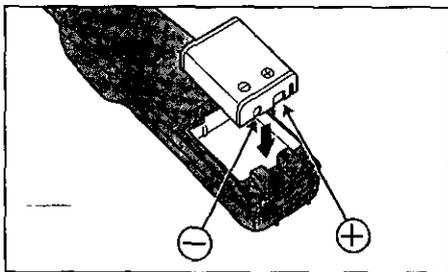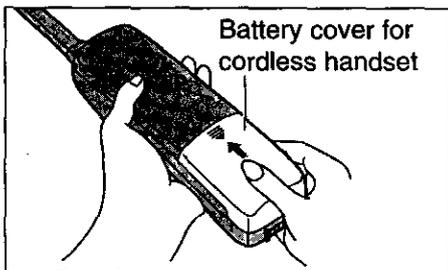
D. Place the handset on the cradle for about **15 hours.**
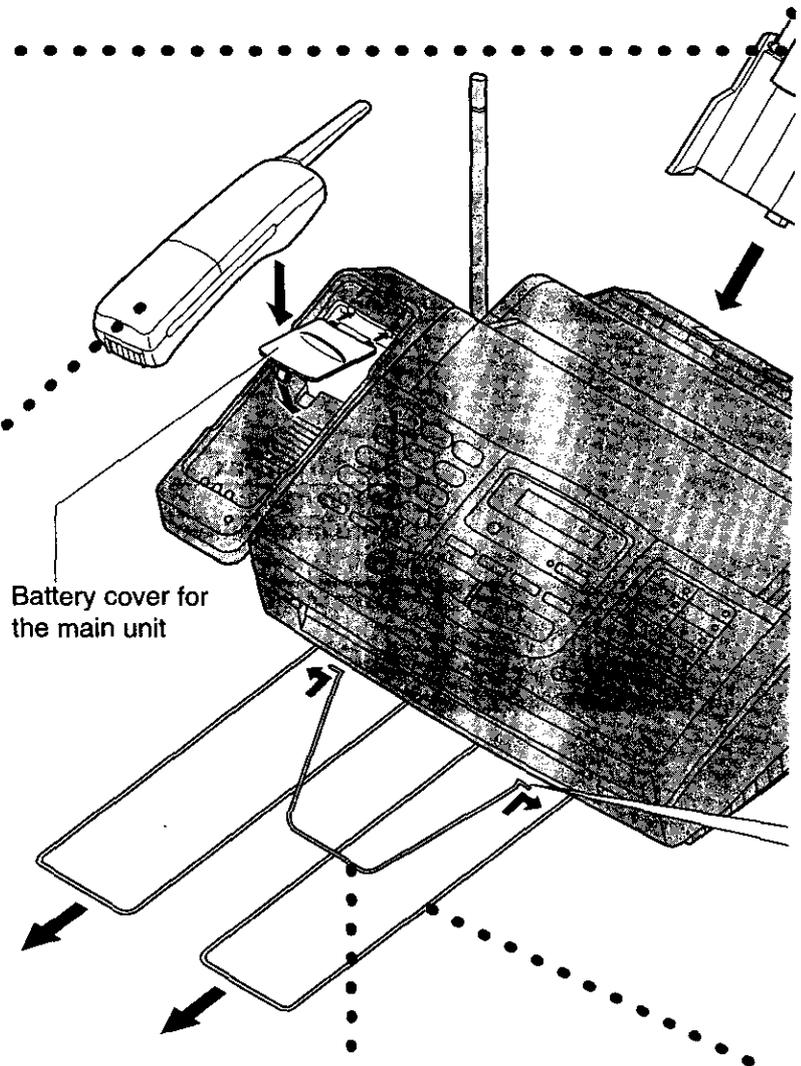
4 **Diverter** (See page 19.)

A. Insert the diverter into the slots on the main unit until it locks into place.

10

Tab

Recording paper set lever

Slots
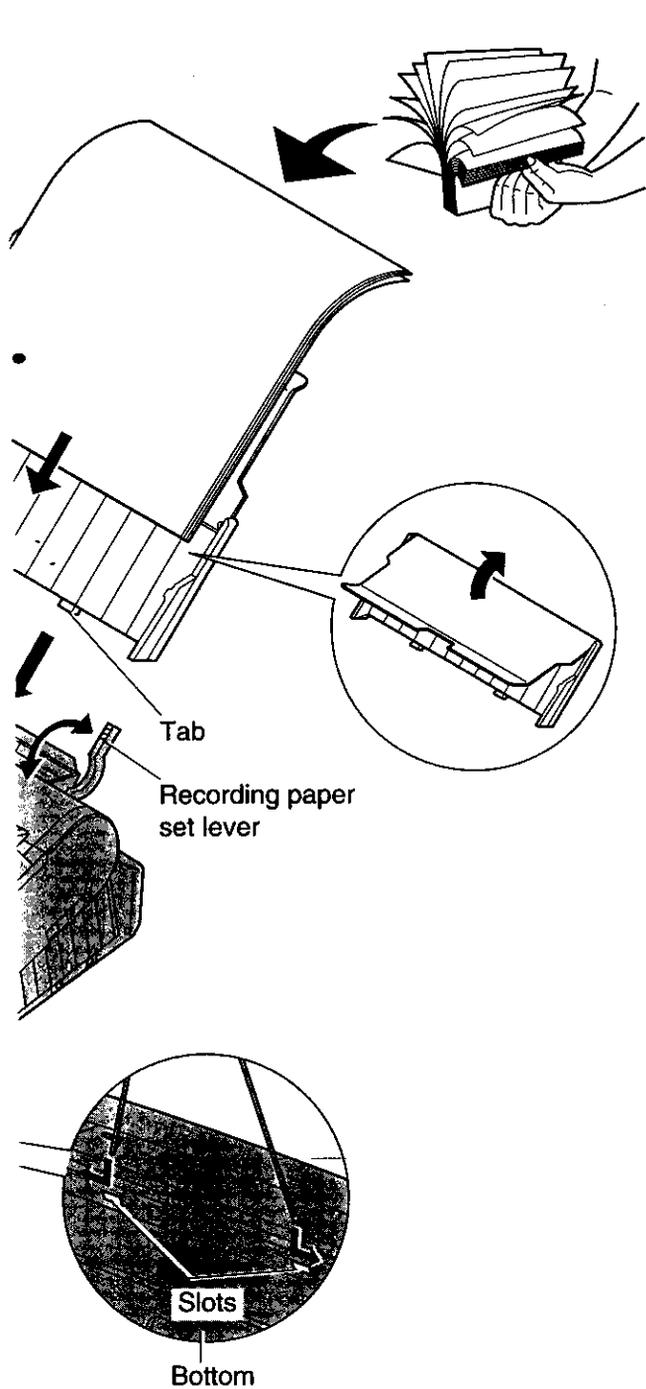
Bottom

⑤ Paper stacker (See page 19.)

A. Pull out the paper stacker from the bottom of the unit completely.

⑥ Telephone line cord (See page 21.)

A. Connect to "LINE" on the unit.

B. Connect to a single telephone line jack.

Single telephone line (RJ11C)

(Line surge protector)

⑦ Power cord
(See page 21.)

A. Connect to the power socket.

B. Connect to a power outlet.

Power outlet (120 V, 60 Hz)

(Power surge protector)
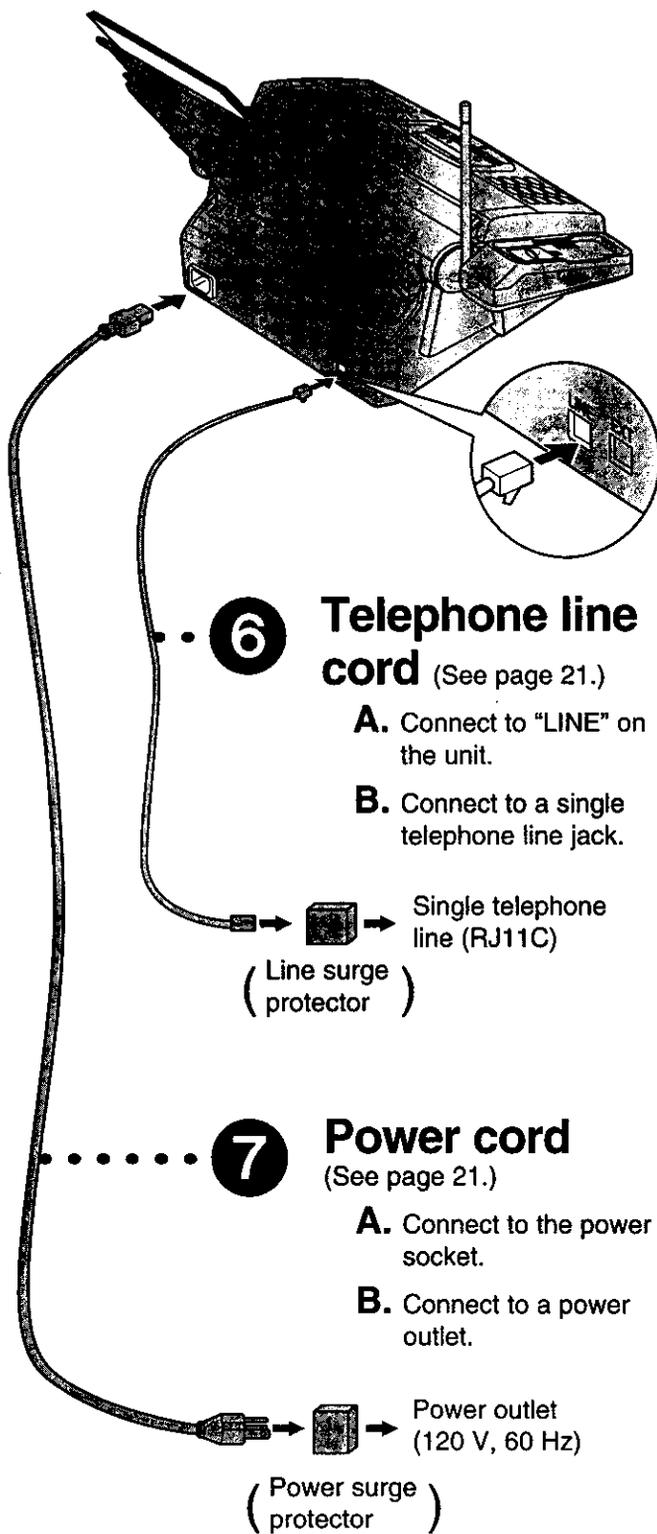
To make a voice call

■ **Using the handset** (See page 30.)

① Press (TALK).

② Dial.

③ To hang up, press (TALK).
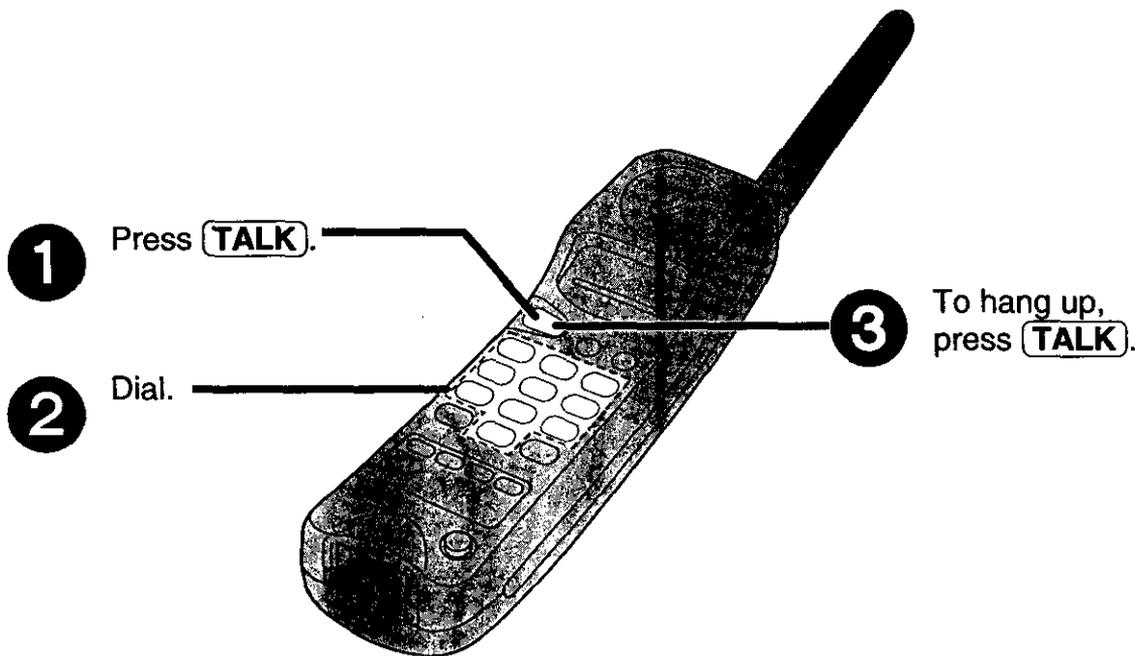
■ **Using the speakerphone** (See page 31.)

① Press (SP-PHONE).

② Dial.

③ To hang up, press (SP-PHONE).

For Assistance, Call 1-800-435-7329
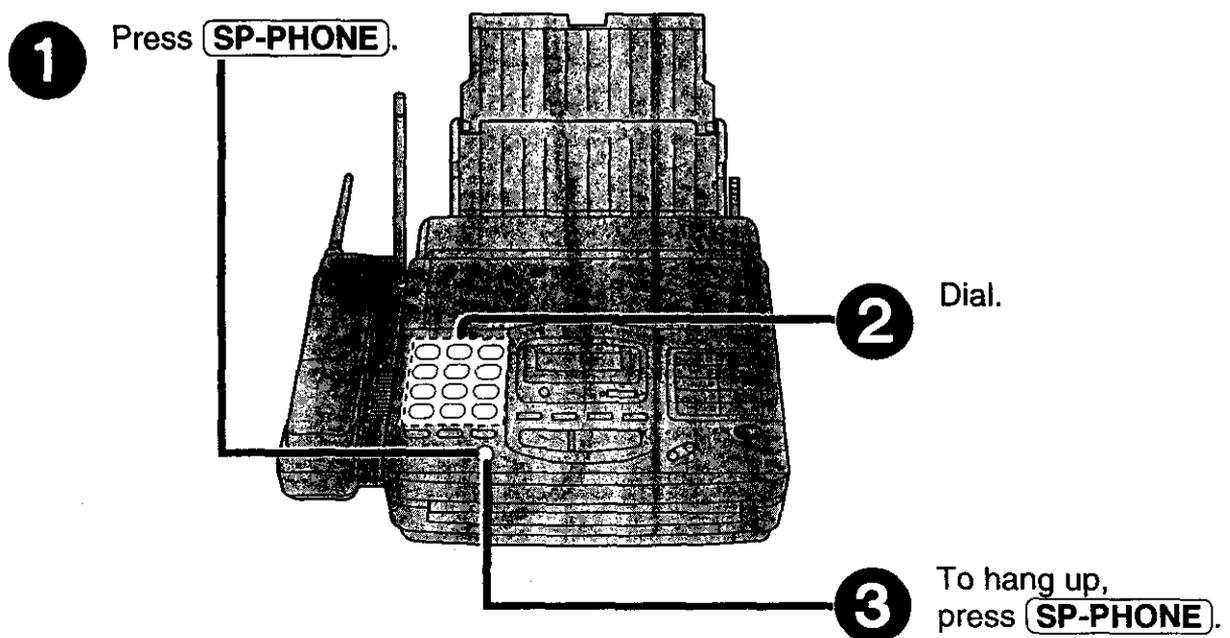
To answer a voice call

■ **Handset is off the main unit** (See page 32.)

1 Press (TALK).

2 To hang up, press (TALK).

■ **Handset is on the main unit** (See page 32.)

1 Lift the handset.
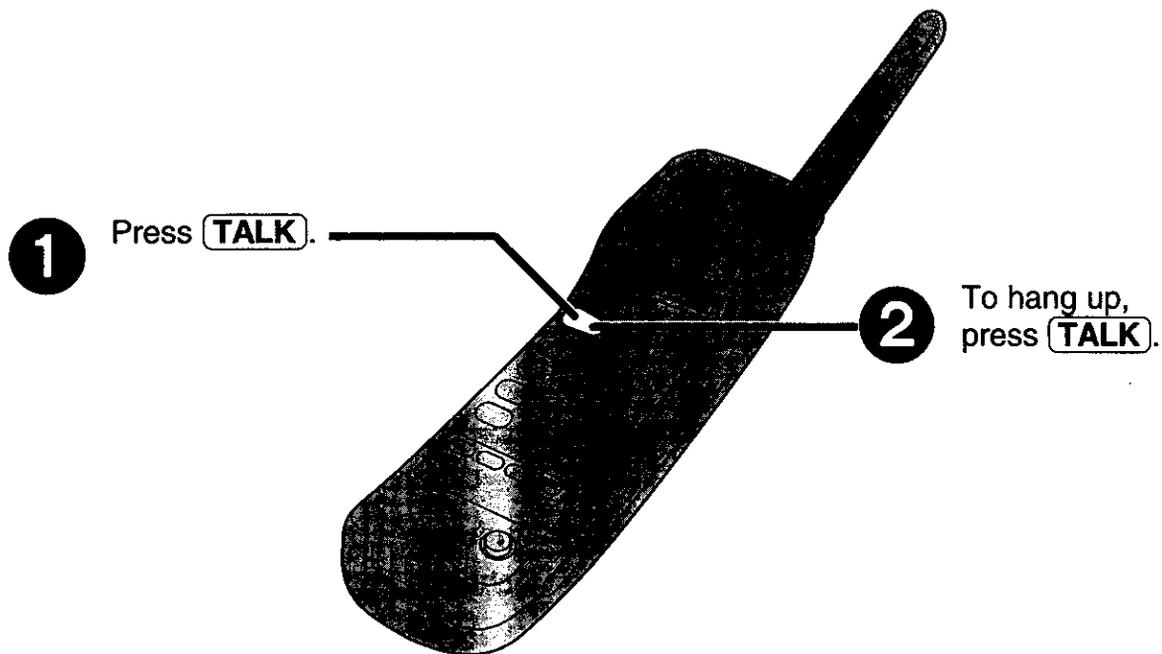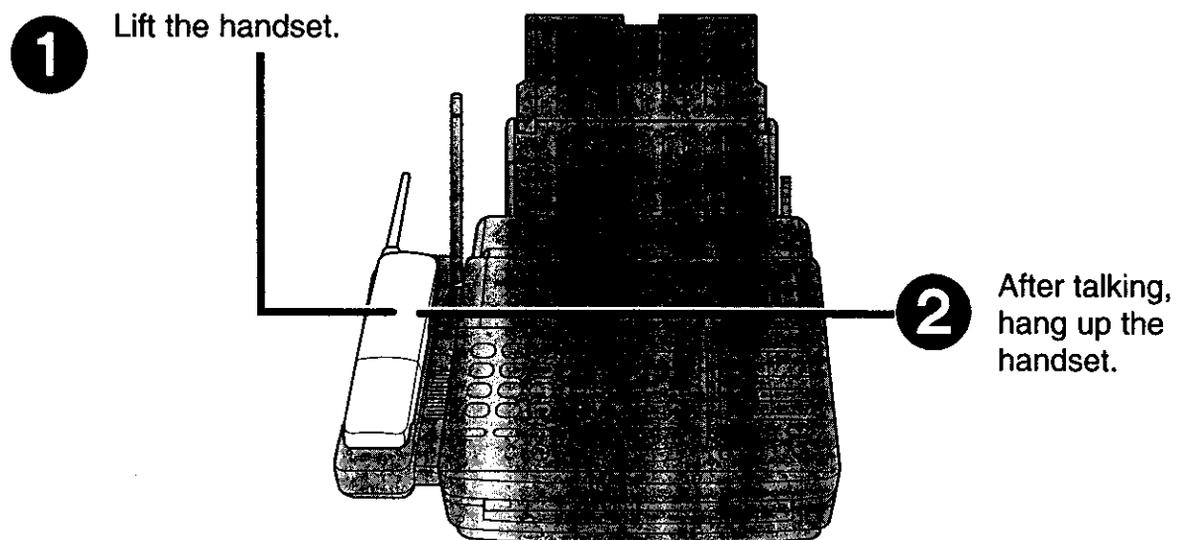
2 After talking, hang up the handset.

To make a copy

1 Open the document feeder tray.
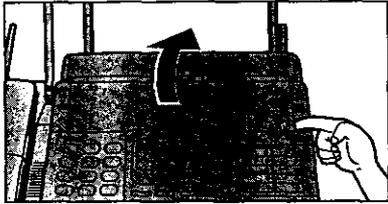
2 Insert the documents until a beep tone is heard.

FACE DOWN
(up to 15 sheets)
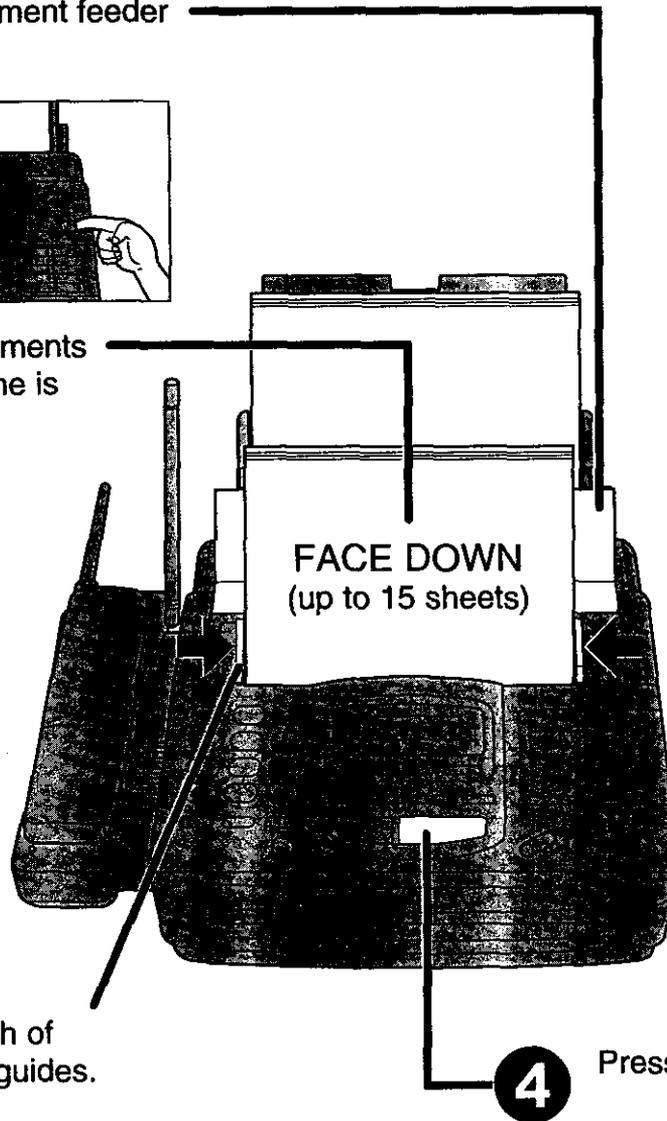
3 Adjust the width of the document guides.

4 Press (START/COPY/SET).

●For further details, see page 77.

For Assistance, Call 1-800-435-7329

To transmit documents

1 Open the document feeder tray.
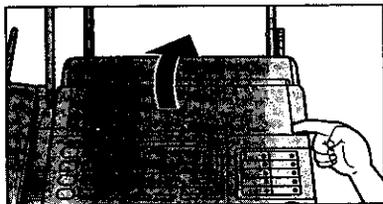
2 Insert the documents until a beep tone is heard.

3 Adjust the width of the document guides.

FACE DOWN
(up to 15 sheets)
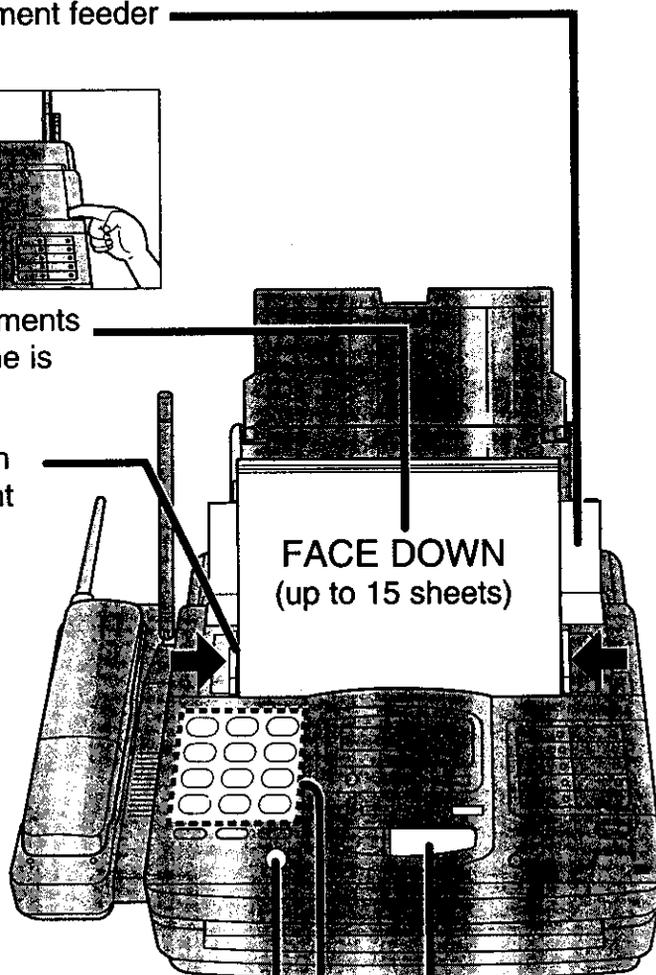
4 Press (SP-PHONE).

5 Dial the fax number.

6 When a fax tone is heard, press (START/COPY/SET).

● For further details, see page 44.

To receive documents

1 When the unit rings, lift the handset to answer the call.
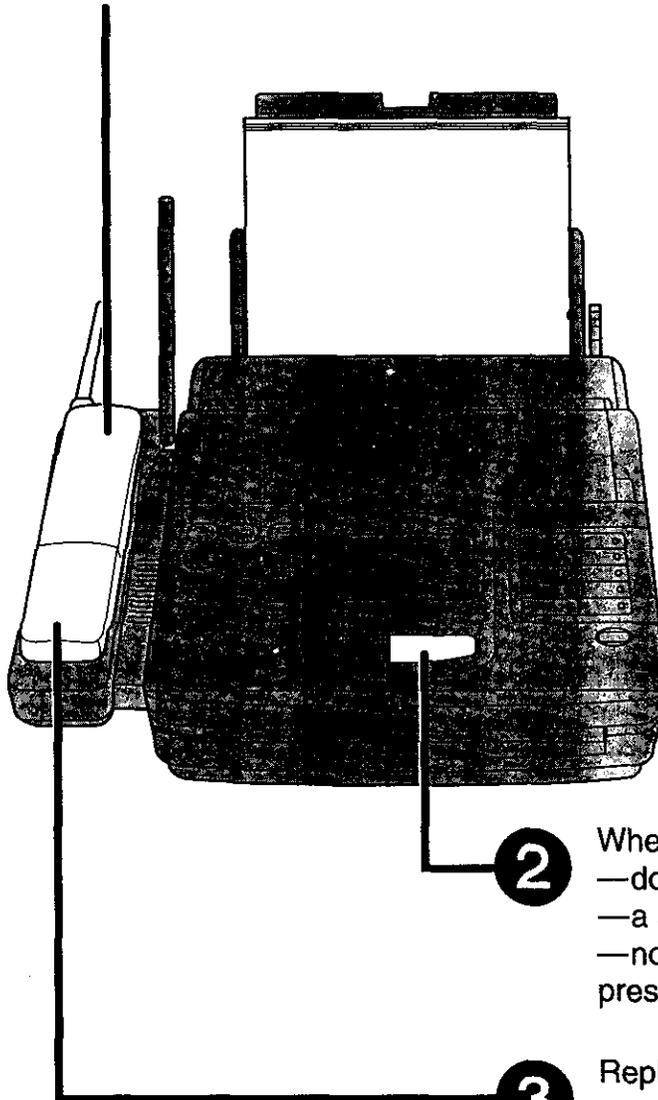
2 When:
—document reception is required,
—a slow beep is heard, or
—no sound is heard,
press (**START/COPY/SET**).

3 Replace the handset.

●For further details, see page 58.
●You can select the desired receiving mode according to your needs.
See pages 56 and 57.

For Assistance, Call 1-800-435-7329

PC information

1 Connecting to a computer (See page 79.)

To COM port

25 Pin Male

RS232C cable
(Included)

9 Pin Female

OR Use the included
adaptor if your
PC has a 25 pin
com port.
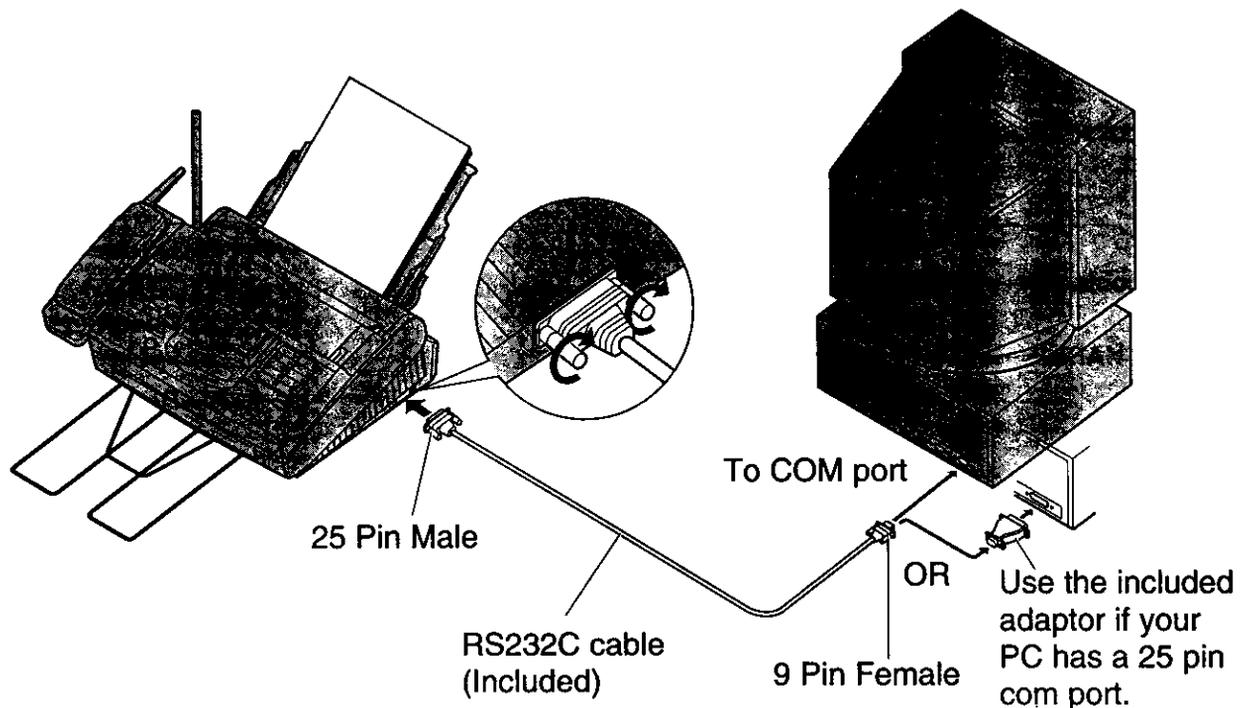
2 Installing the Multi-Function Center software (See page 80.)

3 Using as a printer, fax or scanner

Printer functions
- Printing documents from Windows 3.1, 3.11 or Windows 95
  (See pages 83 and 84.)
- Printing received documents (See page 89.)

Fax functions
- Personal information database for fax and phone numbers (See page 82.)
- Sending a document (See pages 85 and 86.)
- Receiving faxes on your PC (See page 87.)
- Viewing faxes on your screen (See page 88.)
- Faxing a document from the facsimile unit (See page 90.)

Scanner functions
- Using your fax machine as a scanner (See page 91.)

For Assistance, Call 1-800-435-7329

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Overview

Antenna

Spare battery charger
(beneath the cover)

Battery cover for
main unit

Speaker

Charge contacts

SPARE CHARGE
indicator

CHARGE indicator

Document entrance

Paper tray

Document feeder
tray

Recording paper
set lever

Document guide(s)

Front cover open
lever

Serial interface connector
(Used to connect your PC with the
included RS232C cable. For system
requirements, see page 79.)

Microphone
(Used to talk to the other party
when using the speakerphone.)

Diverter

Paper stacker

Document exit

Assembly

Installing the battery cover on the main unit

Close the battery cover on the main unit.
● You can insert a spare battery beneath the cover to
charge (see page 112).

Battery cover for
the main unit
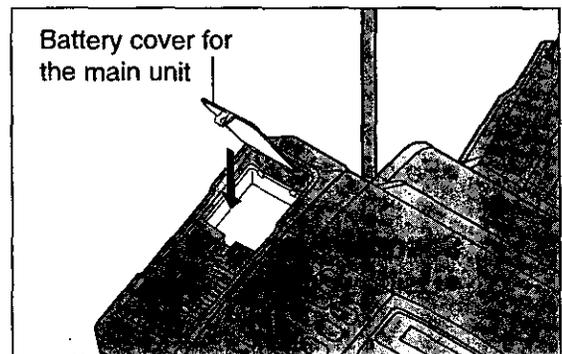
Installing the diverter

Insert the diverter into the slots on the main unit until it clicks into place.

Bottom
Slots
Diverter
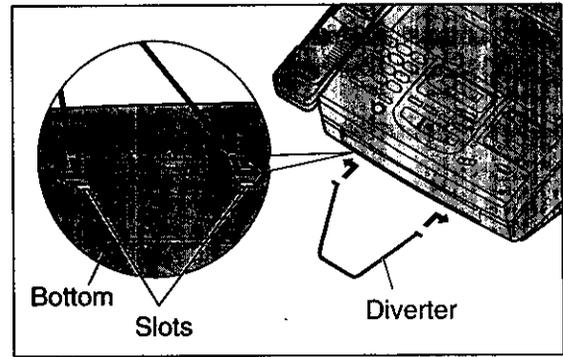
Installing the paper tray

1 Open the paper tray.
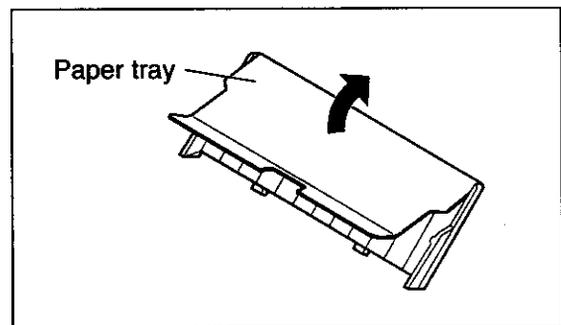
Paper tray

2 Insert the two tabs on the paper tray into the slots on the back of the main unit.

●Do not place the main unit in areas where the paper tray may be obstructed by walls, etc.

Tabs   Paper tray

Slots
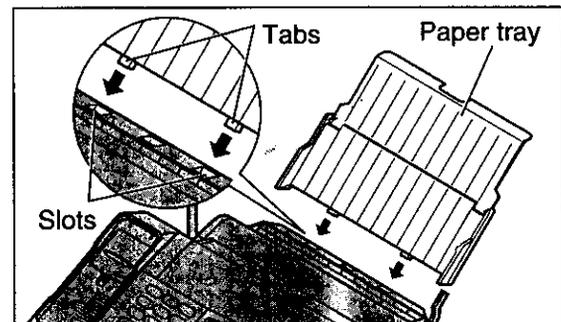
Pulling out the paper stacker

Pull out the paper stacker from the bottom of the main unit completely.

Paper stacker
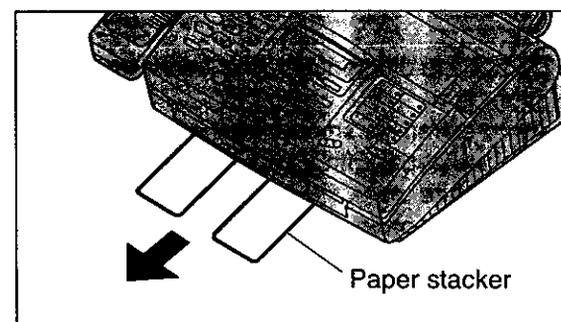
Installing the paper

Letter or legal size recording paper can be loaded. The paper tray can hold up to 150 sheets of 75 g/m² (20 lb.) paper. You may use 60 g/m² to 90 g/m² (16 lb. to 24 lb.) paper.

1 Pull the recording paper set lever forward.

Recording paper set lever
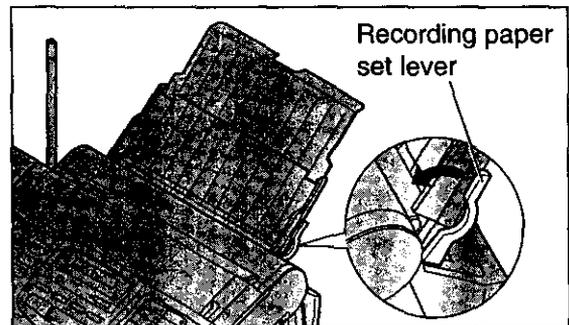
2 Fan the stack of paper to avoid a paper jam and insert the paper into the paper tray.

- The height of the stack of the paper should not exceed the upper limit on the paper tray, or a paper jam may occur.
- The paper should not be over the tab.
- If the paper is not inserted correctly, readjust the paper or a paper jam may occur.

Upper limit

Tab

Correct	Incorrect
Stack of paper	
Paper tray	

3 Move the recording paper set lever back.
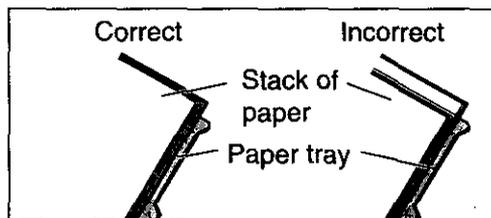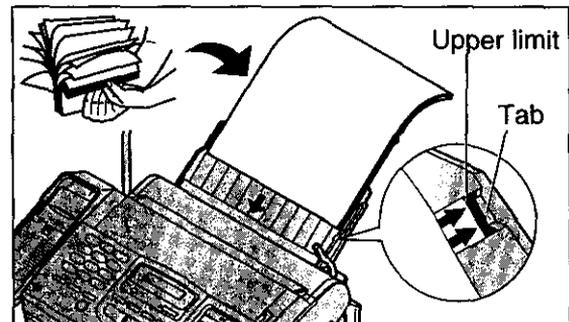
Recording paper set lever
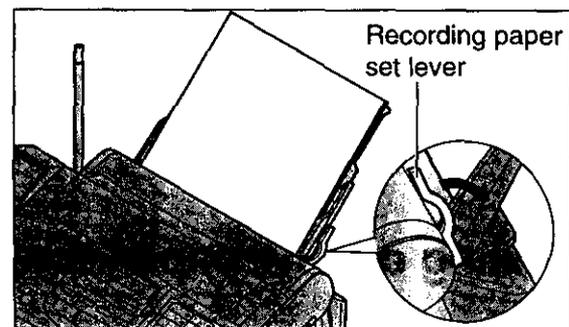
Note:
- Do not use different types or thicknesses of paper in the paper tray at the same time. This may cause a paper jam.
- Avoid extremely smooth or shiny paper that is highly textured. Also avoid paper that is coated, damaged or wrinkled paper with a cotton and/or fiber content that is over 20 %.
- Avoid used paper for double-sided printing.
- Do not use paper printed from this unit for double-sided printing with other copiers or printers, or a paper jam may occur.

Connections

1 Connect the telephone line cord.

2 Connect the power cord.
● When the power is turned on for the first time, the unit will print an information list about the starter film.

Power socket

Power cord

Connect to "LINE".

Power outlet (120 V, 60 Hz)

(Power surge protector)

Single telephone line (RJ11C)

(Line surge protector)

Telephone line cord
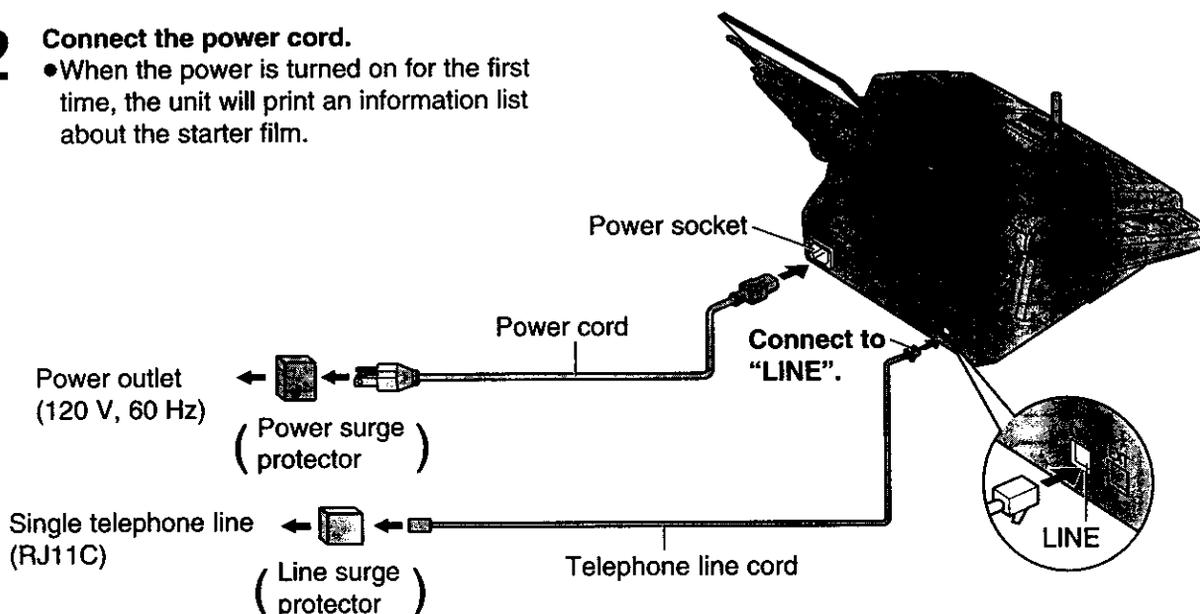
LINE

Note:
● When the telephone line cord and power cord are connected, the unit will start detecting the dialing mode.

Display: | CHECKING LINE |

Wait until one of the following messages is displayed.
—If your line has touch tone service,

| LINE IS TONE |

—If your line has rotary pulse dial service,

| LINE IS PULSE |

● If the power cord is disconnected or a power failure occurs, the unit will detect the dialing mode again when power is restored.
● You can change the dialing mode setting manually. See "Setting the dialing mode" on page 42.
● If you connect the power cord before connecting the telephone line cord, the following messages will be shown alternately.

Display: | CONNECT TEL LINE | ◄► | TEL LINE IS OPEN |

Connect the telephone line cord.
● For additional equipment protection, we recommend the use of a surge protector. The following types are available; TELESPIKE BLOK MODEL TSB (TRIPPE MFG. CO.), SPIKE BLOK MODEL SK6-0 (TRIPPE MFG. CO.), SUPER MAX (PANAMAX) or MP1 (ITW LINX).
● When you operate this product, the power outlet should be near the product and easily accessible.
● If the following message is displayed when the unit is plugged in, the recording paper set lever is released.

Display: | CHECK LEVER |

Move the lever back (see step 3 on page 20).

Location of controls

Checks the amount of remaining film (p. 110).

Dial keypad

Used to page the handset (p. 35).

Used to print a quick reference (see below).

Used to select a resolution (p. 44).

Used to initiate/exit programming.

Used for speed dialing (p. 39, 40, 45, 46).

Display panel

Used for one-touch dialing. Also used as character and command keys (p. 24, 37, 39, 45).

Used to stop an operation or programming.

Used to select a lower station (p. 37, 39).

Used for voice muting (p. 31).

Used for the speakerphone operation (p. 31).

Used to turn on/off the auto receive mode (p. 56, 57, 59, 61).

Redials the last number dialed (p. 31). Also inserts a pause during dialing (p. 41).

Adjusts ringer/speaker volumes. Also used as a cursor key or a selection key (p. 23, 29, 31).

Used as a hookswitch (p. 41).

Changes from pulse to tone during dialing (p. 41).

Used to initiate fax transmission/reception and copying. Also used to store a parameter during programming.

Help function

For assistance, press (HELP). The unit will print a quick reference.

22
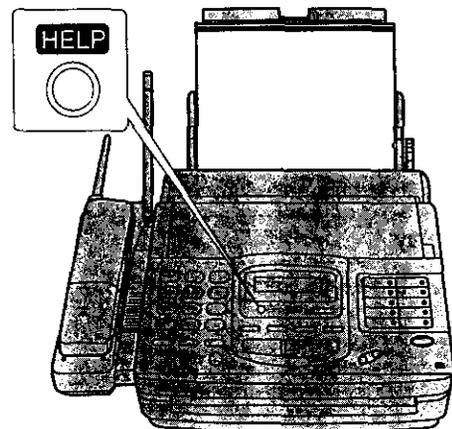
Programming the date/time, your name and facsimile telephone number

Before using your unit, program the correct date and time, your logo and facsimile telephone number. This information will be printed on the top of each page transmitted from your unit.

Your logo   Your facsimile telephone number   Date and time

```
FROM : Panasonic Fax system      PHONE NO : 1234567      Feb. 26 1997 04:02PM P1


              Fax Correspondence
```
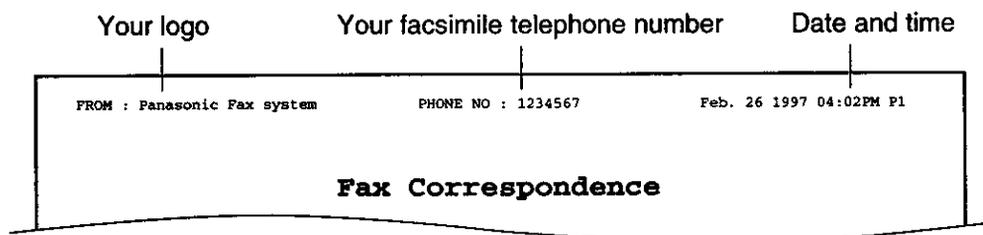
Setting the date and time

1 Press (MENU).

        Display: | SYSTEM SET UP |

2 Press [#], then [0] [1].

        | SET DATE & TIME |

3 Press (START/COPY/SET).

        | M:01/D:01/Y:97 |
            └─ Cursor

4 Enter the correct month/day/year by selecting each 2 digits.

Example: Aug. 10 1997
        Press [0][8] [1][0] [9][7].

        | M:08/D:10/Y:97 |

5 Press (START/COPY/SET).

        | TIME: 12:00AM |

6 Enter the correct hour/minute by selecting each 2 digits.
Press [*] to select AM or PM.

Example: 3:15PM
1. Press [0][3] [1][5].

        | TIME: 03:15AM |

2. Press [*] until PM is displayed.

        | TIME: 03:15PM |

●The [*] key is available to select AM or PM wherever the cursor may be.

7 Press (START/COPY/SET).
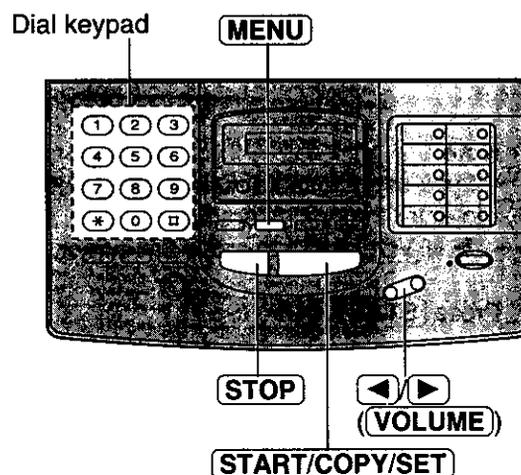
        | SETUP ITEM [ ] |

8 Press (MENU).

Dial keypad   (MENU)

(STOP)   (◄)(►)
          ((VOLUME))
(START/COPY/SET)

To correct a mistake while programming

Press (◄)/(►) ((VOLUME)) to move the cursor to the incorrect number, then make corrections.

Note:
●If you press (STOP) while programming, the display will return to the previous one.
●The accuracy of the clock will be approximately ±60 seconds a month.

23

Setting your logo

The logo can be a company, division or personal name in an abbreviated form.

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [0] [2].

| YOUR LOGO |

3 Press (START/COPY/SET).

| LOGO= |

4 Enter your logo up to 30 characters using the dial keypad and direct call station keys.

For example, when entering "Bill" as your logo:

1. Press [2] twice.

| LOGO=B |

2. Press [4] six times.

| LOGO=Bi |

3. Press [5] six times.

| LOGO=Bil |

4. Press (►) ((VOLUME)) to move the cursor and press [5] six times.

| LOGO=Bill |

Note:

●If you use the same number key continuously to enter the next character, press (►) ((VOLUME)) to move the cursor.

5 Press (START/COPY/SET).

| SETUP ITEM [ ] |

6 Press (MENU).

To correct a mistake while programming

Press (◄)/(►) ((VOLUME)) to move the cursor to the incorrect character, then make the corrections.
OR
Press (STOP) to delete the character to the left of the cursor.

Dial keypad (MENU) Direct call station keys

(STOP) (◄)/(►) ((VOLUME))

(START/COPY/SET)
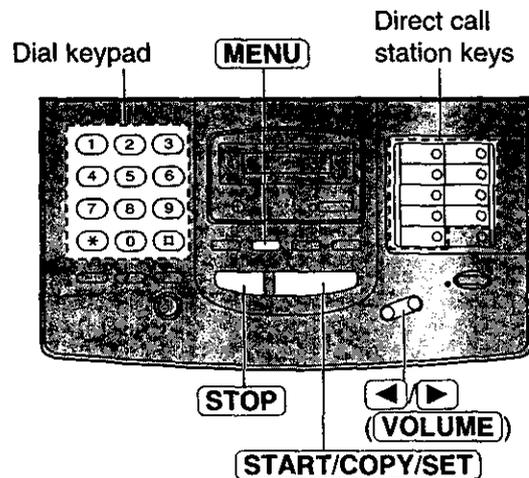
Character table

Keys		Characters
Dial keys	(1)	1 [ ] { } + – / = , . _ '
	(2)	A B C a b c 2
	(3)	D E F d e f 3
	(4)	G H I g h i 4
	(5)	J K L j k l 5
	(6)	M N O m n o 6
	(7)	P Q R S p q r s 7
	(8)	T U V t u v 8
	(9)	W X Y Z w x y z 9
	(0)	0 ( ) < > ! " # $ % & ¥
Direct call station keys	[1 O]	: ; ? ¦ * @ ^ ' →
	[2 O]	INSERT key (Used to insert one character or one space.)
	[3 O]	SECRET key (Used for automatic dialing on page 37.)
	[6 O]	SPACE key (Used to replace one character with a space.)
	[7 O]	DELETE key (Used to delete one character.)
	[8 O]	HYPHEN key (Used to insert a hyphen.)
	(▽) ◄	◄ key (Used to move the cursor to the left.)
	(△) ►	► key (Used to move the cursor to the right.)

Setting your facsimile telephone number

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [0] [3].

| YOUR TEL NO. |

3 Press (START/COPY/SET).

| NO.= |

4 Enter your facsimile telephone number up to 20 digits.

5 Press (START/COPY/SET).
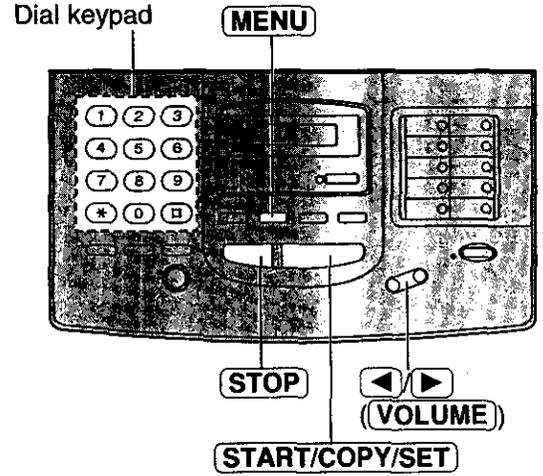
| SETUP ITEM [ ] |

6 Press (MENU).

Dial keypad (MENU)

(STOP) ◀/▶ ((VOLUME))
(START/COPY/SET)

To correct a mistake while programming

Press ◀/▶ ((VOLUME)) to move the cursor to the incorrect number, then make the corrections.
OR
Press (STOP) to delete the wrong number to the left of the cursor.

Note:
●The [#] button inserts a space and the [*] button a "+".

Setting up the cordless handset

Location of controls

Antenna

Lights during the intercom (p. 35).

Used to page the main unit (p. 35).

Lights when the handset is in use (p. 30).
Also flashes when the battery needs to be charged (p. 28).

Used to make/answer calls (p. 30).

Used for automatic dialing (p. 38, 39).

Used as a hookswitch (p. 41).

Changes from pulse to tone during dialing (p. 41).

Used to enter programming functions (p. 38).

Used to adjust handset/ringer volumes (p. 29).

Redials the last number dialed (p. 30).
Also inserts a pause during dialing (p. 41).

Used to select a clearer channel (p. 30).

Charge contacts (p. 115)

Automatic security code setting
Whenever you place the handset on the main unit, the unit automatically selects one of a million security codes. These codes help to avoid unauthorized use of your telephone line by another cordless telephone.

Installing the battery in the handset

1 Insert the battery into the battery compartment observing the proper polarity.

Battery

2 Install the battery cover on the cordless handset.
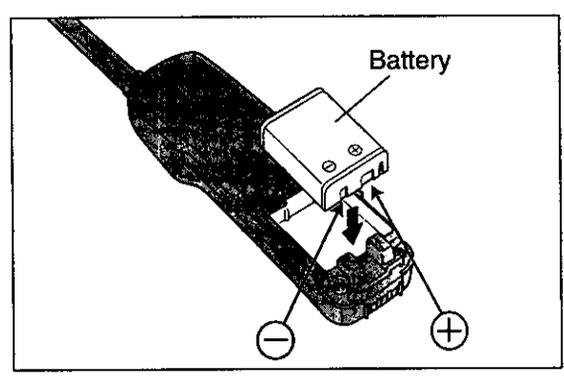
Battery cover for the cordless handset
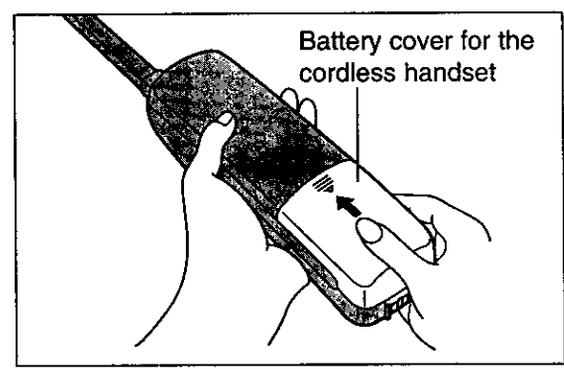
Battery charge

Place the handset on the cradle of the main unit for about **15 hours**.

● The CHARGE indicator lights.

Handset
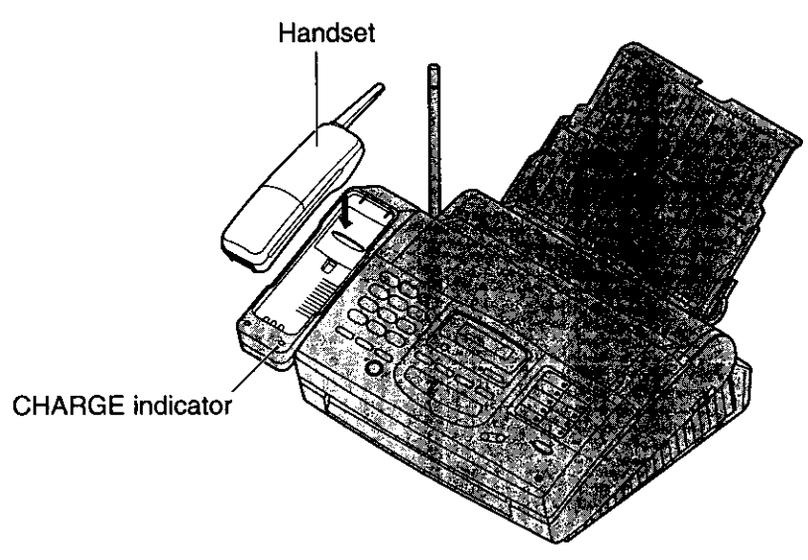
CHARGE indicator

Recharge

When the TALK/BATT LOW indicator flashes slowly or the unit beeps intermittently, place the handset on the cradle to recharge the battery.

If you do not want to wait until the battery is fully recharged, we recommend you purchase an optional spare battery (page 112).

TALK/BATT LOW
indicator

Standard battery life

If your Panasonic battery is fully charged;

While in use (TALK)	Up to about 4.5 hours
While not in use (Stand-By)	Up to about 14 days

●Battery life may vary depending on usage conditions and ambient temperature.
●**Clean the handset and the main unit charge contacts with a dry soft cloth once a month,** or the battery may not charge properly (see page 115).
●Once the battery is fully charged, you do not have to place the handset on the main unit until the TALK/BATT LOW indicator flashes slowly or the unit beeps intermittently.
●The battery cannot be overcharged.

Adjusting volumes

Main unit

■ Ringer volume

4 levels (high/middle/low/off) are available.
Press (VOLUME) ((∇)/(Δ)) while the unit is idle.

To turn the ringer off:

1. Press (VOLUME) ((∇)) repeatedly until the following message is displayed.

RINGER OFF=OK?

YES: PRESS SET

2. Press (START/COPY/SET).

While the ringer volume is set to off:
The display will show the following message.

RINGER OFF

When receiving a call, the unit will not ring but will show the following message.

INCOMING CALL
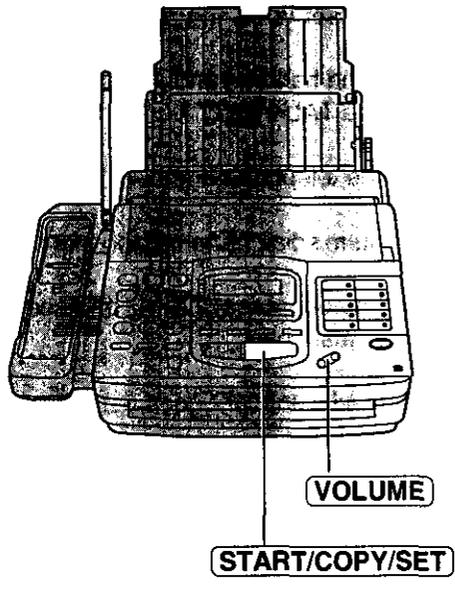
■ Speaker volume

8 levels (high to low) are available.
Press (VOLUME) ((∇)/(Δ)) while using the speakerphone.

(VOLUME)

(START/COPY/SET)

Handset

■ Ringer volume

3 levels (high/low/off) are available.
Be sure the TALK/BATT LOW indicator light is off.

To set to high or low:
Press (LOUD/RINGER).

To turn the ringer off:
While pressing (LOUD/RINGER), press [0] until 2 beeps sound.

To turn the ringer on:
Press (LOUD/RINGER).
●The ringer sounds at the high level.

■ Handset volume

2 levels (high/normal) are available.
Press (LOUD/RINGER) while talking.

■ Selecting the ringer tone (2 types)

When the TALK/BATT LOW indicator light is off, press (LOUD/RINGER), then press [*] within 5 seconds. The selected ringer tone sounds.

TALK/BATT LOW
indicator

[*]

[0]

(LOUD/RINGER)
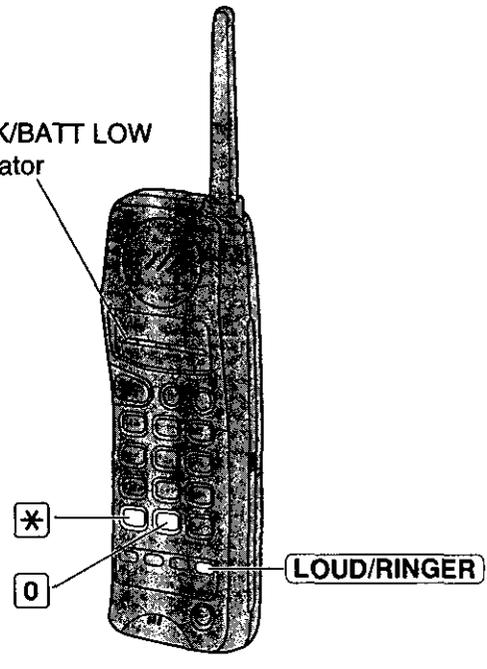
Making calls with the handset

1 ■ **Handset is off the main unit:**

Press (TALK).
●The TALK/BATT LOW indicator lights.

■ **Handset is on the main unit:**

Lift the handset and press (TALK).
●The TALK/BATT LOW indicator lights.

2 Dial the telephone number.

●If you misdial, hang up and dial again.

3 To hang up, press (TALK) or place the handset on the main unit.

●The indicator light goes out.

Note:
●If an alarm tone sounds in step 1, move towards the main unit or place the handset on the main unit.
Then try again.

TALK/BATT LOW
indicator

(TALK)

Dial keypad

(REDIAL/PAUSE)

(CH)
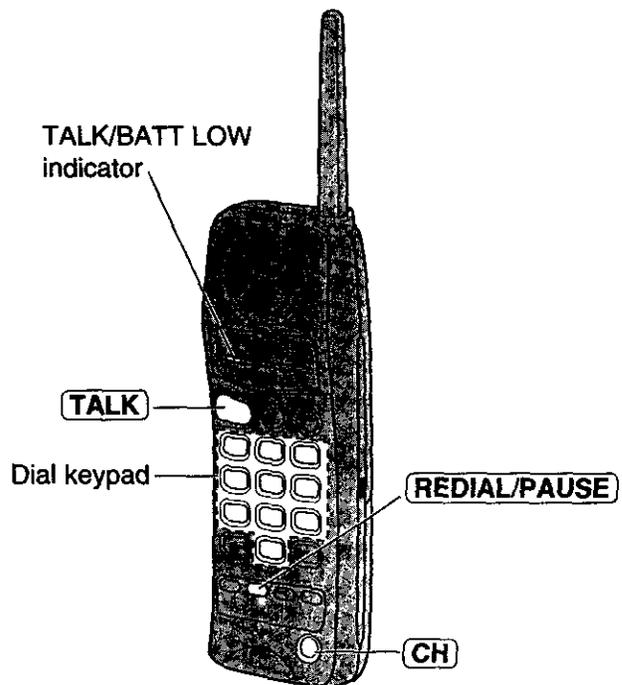
To redial the last number

Press (TALK), then press (REDIAL/PAUSE).

If noise interferes with the conversation

Press (CH) to select a clear channel or move closer to the main unit.

Lighted keypad

The dialing buttons will light while dialing and flash when a call is received.
The lights will go out about 10 seconds after dialing or answering a call.

Making calls with the speakerphone

1 Press (SP-PHONE).

●The SP-PHONE indicator lights.

2 Dial the telephone number.

●If you misdial, hang up and dial again.

3 When the other party answers, speak into the microphone.

4 To hang up, press (SP-PHONE).

●The indicator light goes out.

Dial keypad

(REDIAL/PAUSE)   (MUTE)   Microphone

(SP-PHONE)   (VOLUME)
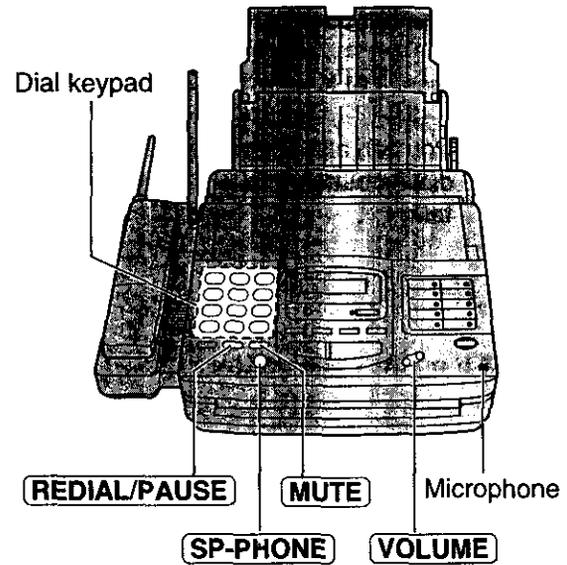
Telephone

To redial the last number

Press (SP-PHONE), then press (REDIAL/PAUSE).
●If the line is busy, the unit will automatically redial the number up to 14 times.

Voice muting

Using this feature, the other party cannot hear you but you can hear them.

1. Press (MUTE) during a telephone conversation.

Display: | <MUTE> |

2. To resume the conversation, press (MUTE).

Hints for the speakerphone operation

●Use the speakerphone in a quiet room.
●If you have difficulty hearing the other party, adjust the volume using (VOLUME).
●If you and the other party speak at the same time, parts of your conversation will be cut off.
●If the handset is on the main unit while using the speakerphone, you may switch to the handset by lifting it up.

Answering calls with the handset

1 ■ **If the handset is off the main unit:**

Press (TALK).

● You can also answer a call by pressing any dialing button 0 to 9, ✳, or # (—**Any key talk**).

OR

■ **If on the main unit:**

Just lift it.

2 To hang up, press (TALK) or place the handset on the main unit.

(TALK)
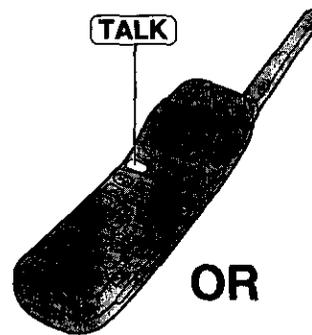
OR
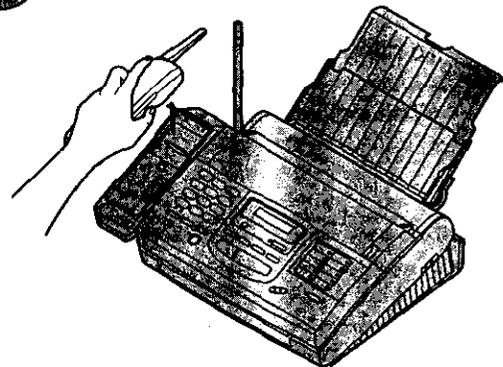
Answering calls with the speakerphone

1 When the unit rings, press (SP-PHONE).

2 To hang up, press (SP-PHONE) again.

(SP-PHONE)

32
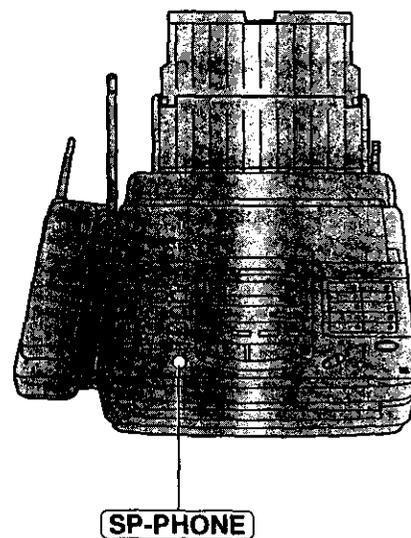
Service from a telephone company

This unit is compatible with a Caller ID service offered by your local telephone company. To use this feature, you must subscribe to a Caller ID service.

Caller ID allows you to view the name or telephone number of the caller before you answer the call. The calling party information (name has priority) will be displayed after the first ring.
By using Caller ID, you have the option of whether or not to answer the call depending on the caller.

The unit can also store the caller's information for voice/fax calls in memory, creating a caller list. You can view who has called using the caller list. This can be very useful if you are frequently out of the office or too busy to answer the telephone.

Important:
•When you subscribe to a Caller ID service, set the ring count settings to 2 or more rings:
  —See page 59 for FAX ONLY mode ring count, and
  —See page 65 for TEL/FAX mode ring count.

Viewing who called on the display

When the unit has received new calls, the display will show the number of new calls (up to 35 calls).

Display: | 10:45AM   03 00 |
                              └─── Number of new calls
                              •If there are no new calls, nothing will be shown.

To view who called on the display:

1 Press (MENU) twice.

Display: | SEARCH CALLER ID |

2 Press (START/COPY/SET).

•The display will show the oldest caller's information (name has priority).

| Michael Ti 01/35 |

Order of new calls ─────┘ │
Total number of new calls ────┘
•If there are no new calls, the following message will be shown.

| NO NEW CALLER |
           ↓
| SEARCH CALLER ID |

To exit, press (STOP).

3 Press ⑦ repeatedly to look through the list.

•The next caller will be displayed each time you press the button.
•To move up through the list, press ⑧.

4 To exit the caller list, press (MENU).

(MENU)

(START/COPY/SET)   ⑧   ⑦
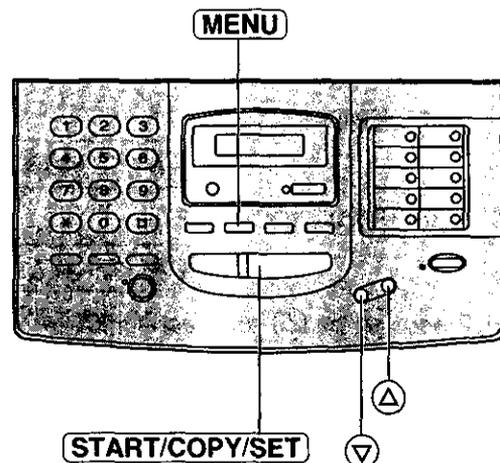
Note:
•Once new calls have been viewed, you cannot see them on the display but you may see them by printing a caller list (see the next page).

Printing a caller list

This unit will automatically print a caller list after every 35 calls. After printing, the caller list will still remain in memory and the oldest call will be erased when a new call is received.
You can also print a caller list whenever you like, see page 119.

Caller list sample

NO.	NAME	TEL NO.	TIME OF CALL		ANSWER
			Jan. 04 1997	04:37PM	
01	ROGER DAVIS	345-3809	Jan. 01	02:35PM	FAX
02	SHARON SMITH	103-2238	Jan. 02	08:35AM	
*03	JOHN	345-3809	Jan. 02	02:35PM	TEL
*04	MIKE SHARON	103-5555	Jan. 04	08:45AM	PC

●The NAME/TEL NO./TIME OF CALL are received through a Caller ID Service (see page 33).
●ANSWER: How the call was received by the unit.
  —FAX: Facsimile
  —TEL: Telephone
  —PC: Received on your PC.
  When nothing is shown, there was no response.
●* will be marked for new calls only. If you print a caller list or view them on the display, * will be removed from the list.

If you do not want to print the caller list automatically, proceed as follows.

1 Press (MENU).

Display: | SYSTEM SET UP |

Dial keypad (MENU)

2 Press #, then [2] [6].

| AUTO CALL. LIST |

3 Press (START/COPY/SET).

| MODE=ON [▼▲] |

4 Press ⓥ or Ⓐ to select "OFF".

| MODE=OFF [▼▲] |

●If this feature is required, select "ON".

5 Press (START/COPY/SET).

| SETUP ITEM [ ] |

(START/COPY/SET)

6 Press (MENU).
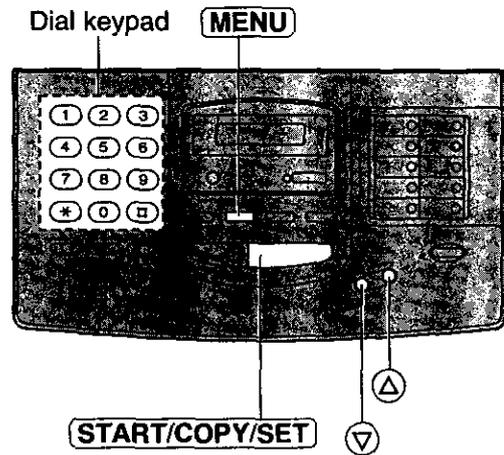
Note:
●Even if you set this feature to OFF, the unit keeps the calling party information of the last 35 calls. When there are more than 35 calls, oldest data is deleted from the list.

Intercom between the handset and the main unit

A 2-way intercom is available between the handset and the main unit.

Paging the main unit from the handset

1 Handset:
Press (INTERCOM), then talk.
●The INTERCOM indicator lights.

2 Main unit:
When the other party's voice is heard, answer through the microphone.
●During the intercom, the main unit's display will show:

    ┌─────────────────────┐
    │ INTERCOM CALL   │
    └─────────────────────┘

3 Handset:
To end the intercom, press (INTERCOM).

INTERCOM indicator
(INTERCOM)
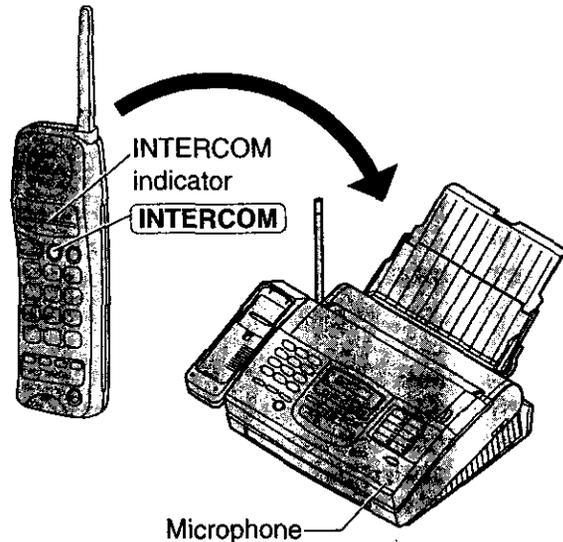
Microphone

Paging the handset from the main unit (handset locator)

Using this feature, you can locate the handset if misplaced.

1 Main unit:
Press (LOCATOR/INTERCOM).
●The IN USE indicator flashes.
●The handset beeps for 1 minute.
●To stop paging, press (LOCATOR/INTERCOM) again.

2 Handset:
Press (INTERCOM) to answer.

3 Main unit:
Speak into the microphone.
●During the intercom, the main unit's display will show:

    ┌─────────────────────┐
    │ INTERCOM CALL   │
    └─────────────────────┘

4 Handset:
To end the intercom, press (INTERCOM).

(SP-PHONE)

Microphone
(VOLUME)
(LOCATOR/INTERCOM)
and IN USE indicator

(TALK)
(INTERCOM)

During the intercom

●Intercom calls can only be ended by the handset.
●If the handset user has difficulty hearing the main unit user, decrease the speaker volume by pressing (VOLUME) (▽).
●If two tones sound, an incoming call has been received. To answer, press (TALK) on the handset or (SP-PHONE) on the main unit. The intercom is ended.

Transferring a call between the handset and main unit

The intercom can be used during a call. This feature enables you to transfer a call between the handset and the main unit.

From the handset to the main unit

1 **Handset:**
During a call, press (INTERCOM), then talk.
●The call is put on hold.

2 **Main unit:**
When the paging party's voice is heard, answer through the microphone.

Display: | INTERCOM HOLD |

3 **Main unit:**
To answer the call, press (SP-PHONE).
●The transfer is completed.
●The handset user can join the conversation by pressing (TALK).

| CONFERENCE CALL |

(TALK)

INTERCOM indicator

(INTERCOM)

(SP-PHONE)

Microphone
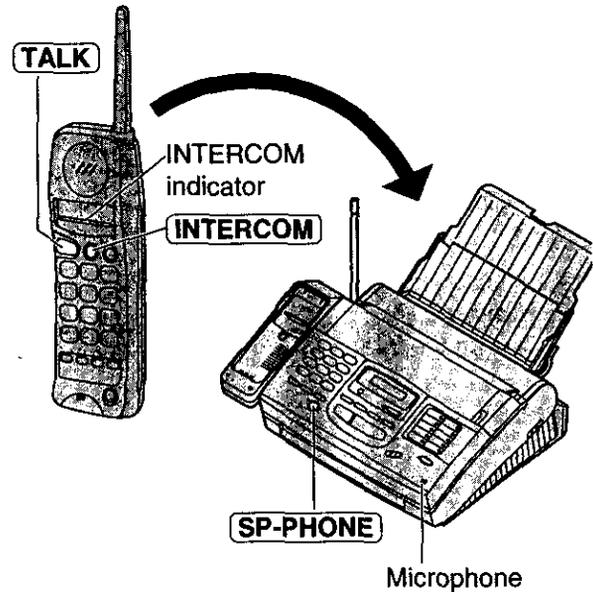
From the main unit to the handset

1 **Main unit:**
During a call, press (LOCATOR/INTERCOM).
●The call is put on hold.

Display: | HOLD |

2 **Handset:**
Press (INTERCOM) to answer the page.

| INTERCOM HOLD |

3 **Handset:**
To answer the call, press (TALK).

| CORDLESS IN USE |

●The transfer is completed.
●The main unit user can join the conversation by pressing (SP-PHONE).

| CONFERENCE CALL |

(SP-PHONE)

(LOCATOR/INTERCOM)

(TALK)

(INTERCOM)
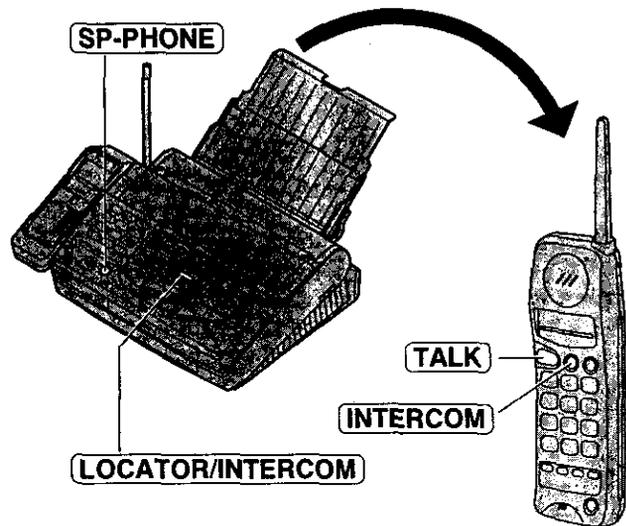
Storing telephone numbers in the main unit

The main unit's memory allows you to use both one-touch dialing and speed dialing for rapid access to your most frequently dialed numbers.

One-touch dialing: 18 stations (Each of the 9 direct station keys is divided into an upper station and a lower station).
Speed dialing: 100 additional dialing stations. These stations are assigned to 2-digit numbers (00–99).

1 Press (MENU) three times.

Display: | STORE TEL NO. |

2 ■ **One-touch dialing:**

For upper stations (1–9)
Press one of the direct call station keys.

For lower stations (10–18)
Press (LOWER), then press one of the direct call station keys.

OR

■ **Speed dialing:**

Press [#], then press the desired 2-digit number (00–99).

3 Enter the telephone number up to 30 digits in length.
●To enter a hyphen in a telephone number, press (HYPHEN) (direct call station 8).

4 Press (START/COPY/SET).

| NAME= |

5 Enter the station name, up to 10 characters, by following the instructions on page 24.

6 Press (START/COPY/SET).

| STORE TEL NO. |

●To program other stations, repeat steps 2 to 6.

7 Press (STOP).

Helpful hint:
●To confirm stored telephone numbers and station names, print a telephone number list (see page 119).

To keep the phone number secret

Press (SECRET) (direct call station 3) after entering the telephone number.
●The telephone number will not appear on the display and the telephone number list.
●(SECRET) is not counted as a digit.

To erase a stored number and station name

Press (STOP) in step 3 to erase the telephone number. Press (STOP) in step 5 to erase the name.
Then press (START/COPY/SET).

37

Storing telephone numbers in the handset ==========

You can store up to 10 telephone numbers in the handset. The dialing buttons (0 to 9) function as memory stations. The TALK/BATT LOW indicator light must be off.

1 Press (PROGRAM).

● The TALK/BATT LOW indicator flashes.

2 Enter the telephone number up to 16 digits.

● If you misdial, press (PROGRAM) to end storing, then repeat from step 1.

3 Press (AUTO).

4 Press a memory station number (0 to 9).

● A confirmation tone sounds (see below).
● To store other numbers, repeat steps 1 through 4.

Note:
● Numbers stored in the handset can only be dialed by the handset.

TALK/BATT LOW indicator

Memory station number
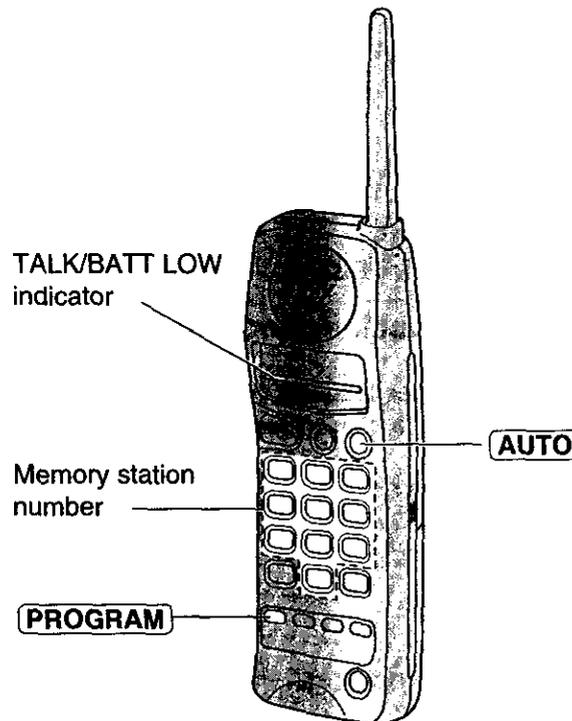
(PROGRAM)

(AUTO)

What the confirmation tone means

1 beep: The new number is stored.
2 beeps: The number is the same as a previously stored one.

To erase a stored number

1. Press (PROGRAM).

2. Press (AUTO) and the memory station number (for the telephone number to be erased).

38

Using automatic dialing

Dialing from the main unit

1 Press (SP-PHONE).

2 ■ **Using one-touch dialing:**

For upper stations (1–9)
Press the desired direct call station key.
For lower stations (10–18)
Press (LOWER), then press the desired direct call station key.

OR

■ **Using speed dialing:**

Press (DIRECTORY), then press # and the desired 2-digit number (00–99).

Speed dial stations

Direct call stations

(DIRECTORY)   (LOWER)
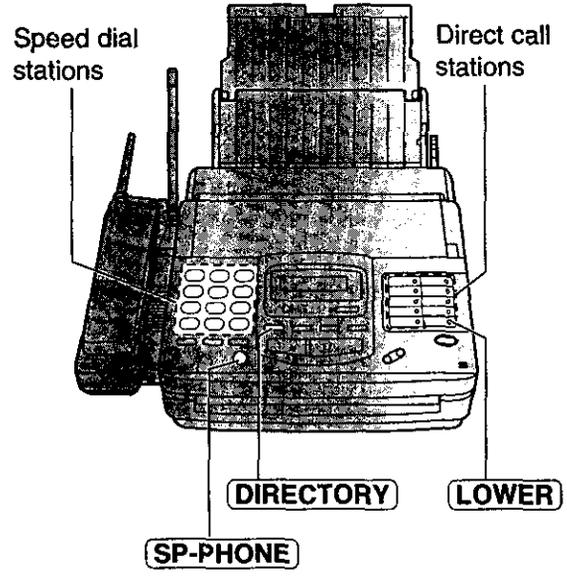
(SP-PHONE)

Dialing from the handset

1 Press (TALK).

2 Press (AUTO).

3 Press the memory station number (0 to 9).

●The stored number is dialed.
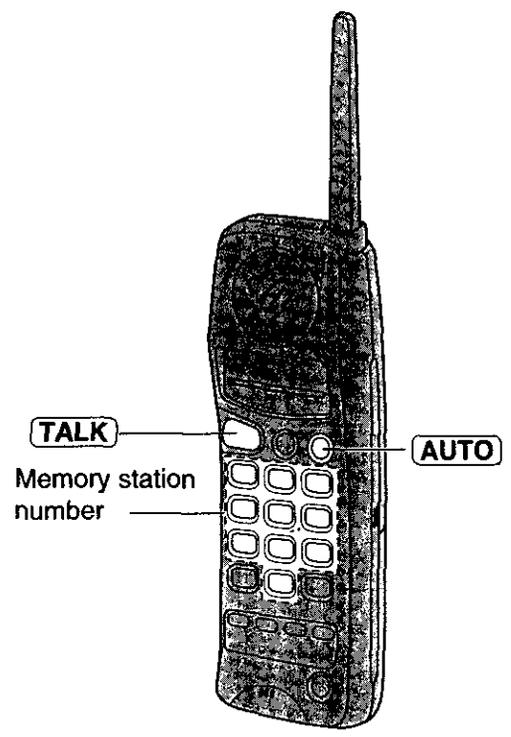
(TALK)

Memory station number

(AUTO)

Using the electronic telephone directory ═══════
(searching for a station name stored for automatic dialing)

The station names stored in the main unit's memory are automatically registered into the electronic telephone directory in alphabetical order. You can make a voice call by selecting the desired station name shown on the display.

1 Press (DIRECTORY).

Display: | SELECT INDEX |

2 Press the dial key which the first initial of the station name is assigned (see the index table below).

Example: To search for a name starting with "N":
Press [6] until the first station name starting with "N" is displayed. Press ⟨▽⟩ until the desired name is displayed.

OR

Press ⟨▽⟩ or ⟨△⟩ repeatedly until the desired name is displayed.

3 Press (START/COPY/SET).
● The unit will start dialing.
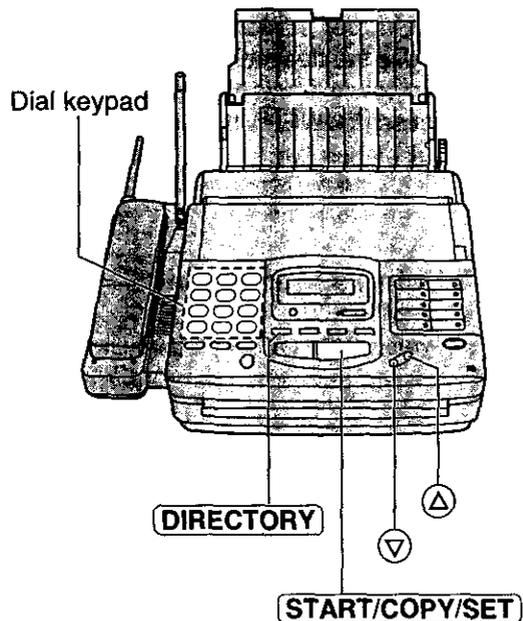
Dial keypad

(DIRECTORY)

⟨△⟩
⟨▽⟩

(START/COPY/SET)

Index table

Dial key	Index	Dial key	Index
(1)	1	(7)	P, Q, R, S, 7
(2)	A, B, C, 2	(8)	T, U, V, 8
(3)	D, E, F, 3	(9)	W, X, Y, Z, 9
(4)	G, H, I, 4	(0)	0
(5)	J, K, L, 5	(✱)	Other symbols
(6)	M, N, O, 6	(▯)	(Used for speed dialing.)

TONE, FLASH and PAUSE buttons

TONE button

The TONE (✳) button is used for rotary pulse dial services and allows you to temporarily change from the pulse to tone mode during a dialing operation.
When you hang up, the unit will automatically return to the pulse mode.

FLASH button

The FLASH button functions as the hookswitch on a regular telephone. If you misdial a telephone number, press the FLASH button firmly.

The FLASH button also allows you to use special features of a host exchange (if connected) or local telephone company services such as call waiting. For further details, contact your local telephone company.

Entering pauses

If the PAUSE button is pressed during dialing, a pause will be inserted.

Example 1: When your unit is connected to a host exchange, insert a pause to get an outside line.

9	—	PAUSE	—	Telephone number

└──── Line access code
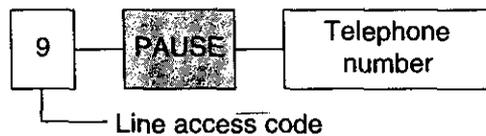
Example 2: If transmission errors occur when making an overseas transmission, add two pauses at the end of the telephone number.

International access code	—	Country code	—	Telephone number	—	PAUSE	—	PAUSE
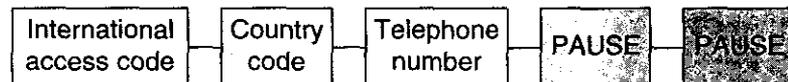
Note:
● TONE, FLASH and PAUSE can be stored into a telephone number for automatic dialing.
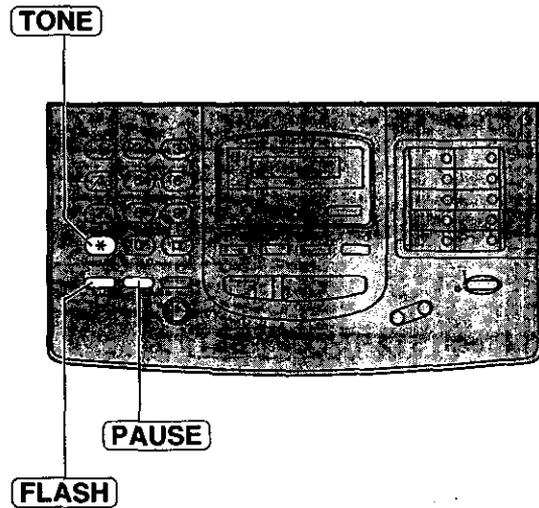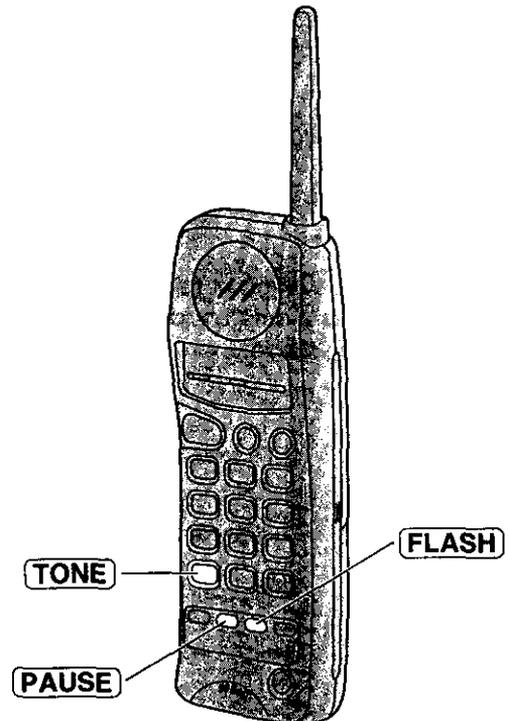
Setting the dialing mode (touch tone or pulse)

The unit will automatically set the dialing mode to TONE or PULSE when the unit is turned on if this feature is set to AUTO.
If you cannot dial, change the dialing mode setting to TONE or PULSE by following the instructions below.

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [1] [3].

| DIALING MODE |

3 Press (START/COPY/SET).

| MODE=AUTO   [▼▲] |

4 Press (▽) or (△) to select the desired setting.

5 Press (START/COPY/SET).

| SETUP ITEM [   ] |

6 Press (MENU).

Dial keypad   (MENU)

(START/COPY/SET)   (△)   (▽)
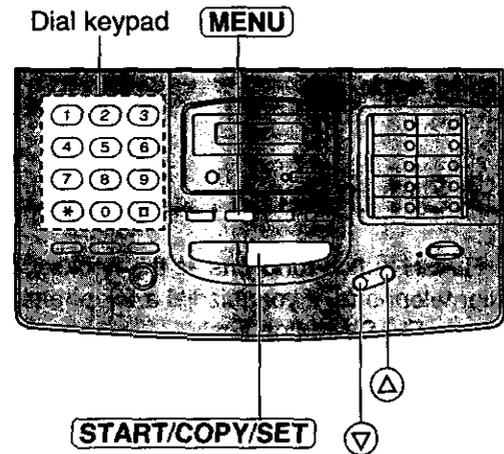
Note:
• If you change to a different telephone company and this company has a different dialing mode service, reset your dialing mode.

Talking to the caller during or after fax receiving or transmission

You can have a conversation with the same call after a fax message is completed. This will save the added expense and time of making another call.
This feature works only when the other party's unit is equipped with a voice contact feature.

Initiating voice contact

1 Press (SP-PHONE) while transmitting or receiving documents.

Display: | VOICE STANDBY |

● Your unit will call the other party with a distinctive ring.

2 When the other party answers, your unit will emit a distinctive ring.
Press (SP-PHONE) to start talking.

OR

Press (TALK) on the handset to start talking.

● If you initiate voice contact during transmission, you can talk after all of the documents have been transmitted.
● If you initiate voice contact during reception, you can talk after the current page of the document is received.
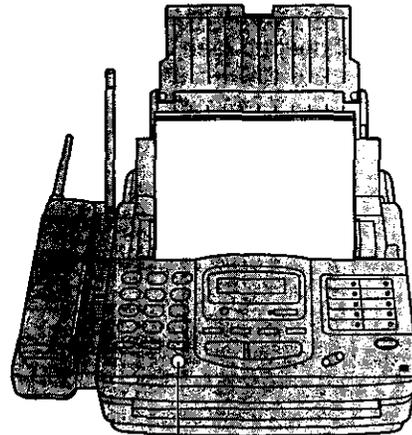
(SP-PHONE)
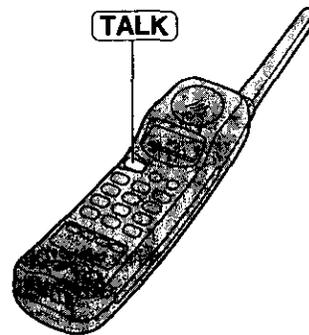
(TALK)

Receiving a request for voice contact

If the other party initiates voice contact, your unit will emit a distinctive ring after transmission or reception is completed.

When the distinctive ring is heard, press (SP-PHONE) on the main unit or press (TALK) on the handset, then start talking.

Note:
● If you do not answer within 10 seconds of the distinctive ring, the line will be automatically disconnected.

Sending manually

1 Open the document feeder tray.

2 Insert the document FACE DOWN (up to 15 sheets) until a beep tone is heard.

Display: | STANDARD |

3 Adjust the width of the document guides.

4 Press (RESOLUTION) repeatedly to the desired setting, if needed (see below).

```
┌──→ STANDARD
│         ↓
│       FINE
│         ↓
│     SUPER FINE
│         ↓
└─────  HALF TONE
```
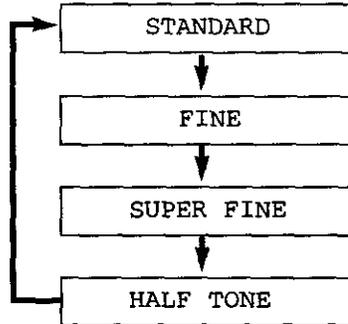
5 Press (SP-PHONE).
or
Press (TALK) on the handset.

6 Dial the telephone number.
  • If you misdial, hang up and dial again.

7 **When a fax tone is heard**, press (START/COPY/SET) on the main unit.

| PLEASE WAIT |

  • The unit is detecting whether the other party's machine is a fax. Then the unit will start transmission.

Document feeder tray   Document guides

Dial keypad

FACE DOWN

(REDIAL/PAUSE)   (RESOLUTION)
(SP-PHONE)
(STOP)
(START/COPY/SET)

(TALK)

Dial keypad
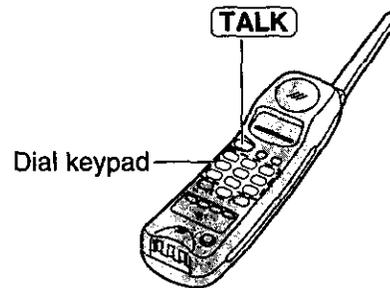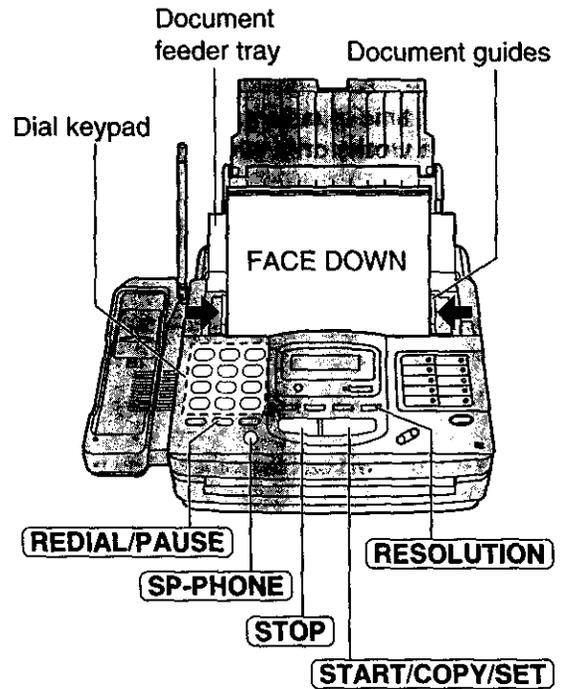
Note:
  • If the other party answers your call, ask them to start receiving a fax, then press your (START/COPY/SET).

Selecting the resolution

STANDARD: For printed or typewritten originals with normal-sized characters.
FINE: For originals with small printing.
SUPER FINE: For originals with minute printing.
HALF TONE: For originals containing photographs, shaded drawings, etc.

  • Using the fine, super fine or half tone setting will increase the transmission time.
  • If the resolution setting is changed during feeding, it will be effective from the next sheet.
  • The super fine resolution only works with other compatible machines.

To feed 16 or more sheets at a time

Insert the first 15 sheets of the document. Add the extra sheets (up to 15) before the last sheet is fed into the unit.

To redial the last number

Press (REDIAL/PAUSE).
  • If the line is busy, the unit will automatically redial the number up to 5 times.

To stop transmission

Press (STOP).
  • To eject the document, press (STOP) again.

Sending using automatic dialing/electronic telephone directory

Before using these features, program the desired telephone numbers in memory (see page 37).
You can confirm that the desired telephone numbers have been stored in memory by printing a telephone number list (see page 119).

Sending using automatic dialing

1 Insert the documents FACE DOWN.

2 ■ **Using one-touch dialing:**

For upper stations (1–9)
Press the desired direct call station key.

For lower stations (10–18)
Press (LOWER), then press the desired direct call station key.

OR

■ **Using speed dialing:**

Press (DIRECTORY), then press [#] and the desired 2-digit number (00–99).

Speed dial stations

Direct call stations

FACE DOWN

(STOP) (LOWER)

(DIRECTORY)

Fax/Copy
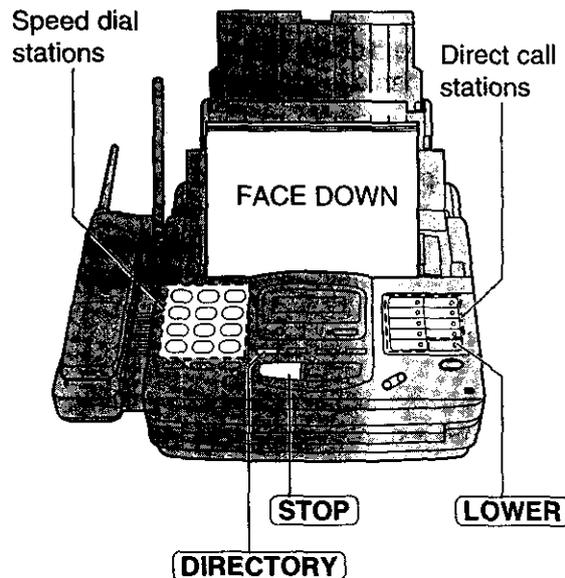
Fax auto redial
If there is no answer or the line is busy, the unit will automatically redial the number up to 5 times.
This feature is also available for delayed transmission (p. 51) and receive polling (p. 69).
During auto redial, the display will show:

| WAITING REDIAL |

To cancel redialing, press (STOP).

Sending using the electronic telephone directory _____ (searching for a station name stored for automatic dialing)

You can make a fax call by selecting the desired station name shown on the display.

1 Insert the documents FACE DOWN.

Display: | STANDARD |

2 Press (DIRECTORY).

| SELECT INDEX |

3 Press the dial key which the first initial of the station name is assigned (see the index table below).

Example: To search for a name starting with "N": Press [6] until the first station name starting with "N" is displayed. Press (▽) until the desired name is displayed.

OR

Press (▽) or (△) repeatedly until the desired name is displayed.

4 Press (START/COPY/SET).

●The unit will start dialing and send documents.
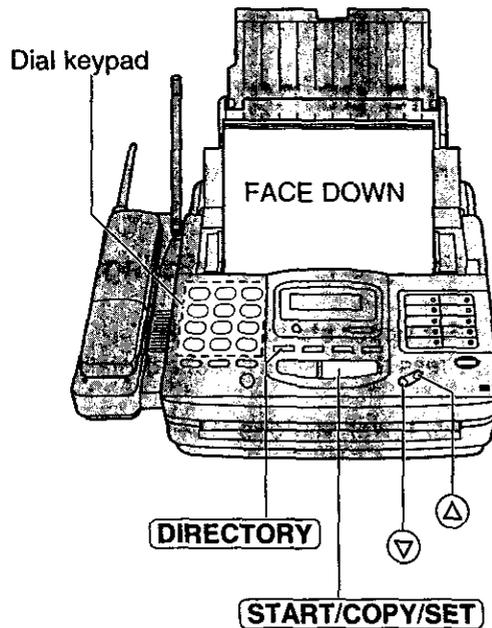
Dial keypad

FACE DOWN

(DIRECTORY)

(START/COPY/SET)

Index table

Dial key	Index	Dial key	Index
(1)	1	(7)	P, Q, R, S, 7
(2)	A, B, C, 2	(8)	T, U, V, 8
(3)	D, E, F, 3	(9)	W, X, Y, Z, 9
(4)	G, H, I, 4	(0)	0
(5)	J, K, L, 5	(*)	Other symbols
(6)	M, N, O, 6	(#)	(Used for speed dialing.)

Acceptable documents
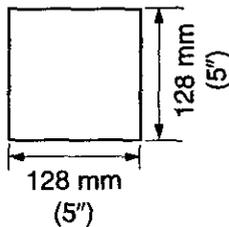
Minimum size	Maximum size	Effective scanning area	Document weight
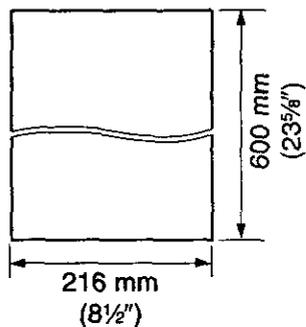
Minimum size

128 mm (5")

128 mm
(5")

Maximum size

600 mm
(23⅝")

216 mm
(8½")

Effective scanning area

4 mm

208 mm (8³⁄₁₆")

Paper width
216 mm (8½")
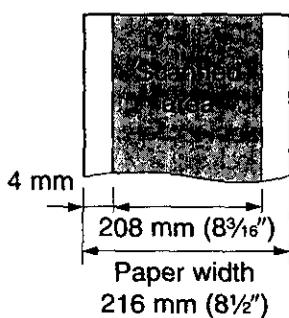
Document weight

Single sheet:
45 g/m² to 90 g/m²
(12 lb. to 24 lb.)
Multiple sheets:
60 g/m² to 75 g/m²
(16 lb. to 20 lb.)

Note:
●Remove clips, staples or other similar fastening objects.
●Check that ink, paste or correction fluid has dried.
●Do not send the following types of documents. Use copies for fax transmission.
  —Chemically treated paper such as carbon or carbonless duplicating paper
  —Electrostatically charged paper
  —Heavily curled, creased or torn paper
  —Paper with a coated surface
  —Paper with a faint image
  —Paper with printing on the opposite side that can be seen through the front (e.g. newspaper)

Fax/Copy

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Printing the transmission report

The transmission report will provide you with a printed record of the fax transmission result.
One of the following choices is available.

ERROR: The transmission report will print out only when fax transmission fails.
ON: The report will always print out, indicating whether fax transmission is successful or not.
OFF: The report will not print (pre-selected setting).

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [0] [4].

| TX-REPORT MODE |

3 Press (START/COPY/SET).

| MODE=OFF [▼▲] |

4 Press ⓥ or ⓐ to select the desired setting.

5 Press (START/COPY/SET).

| SETUP ITEM [ ] |

6 Press (MENU).

Dial keypad (MENU)

(START/COPY/SET) ⓥ
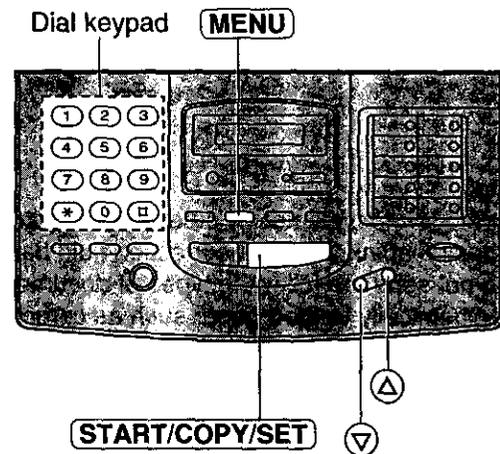
Sample of the transmission report

	Jan. 20 1997 01:19PM					
NO. OTHER FACSIMILE	START TIME	USAGE TIME	MODE	PAGES	RESULT	*CODE
01 COMPANY ABC	Jan. 20 01:18PM	00'51	TX	00	COMMUNICATION ERROR	(43)

Communication messages (See page 95.)

Error code (for service personnel use only)

48

Setting the journal report to print automatically ===

This unit will automatically print a journal report after every 35 fax communications. After printing, the journal report information will still remain in memory and the oldest communication will be erased when a new communication occurs.
When this feature is deactivated, the unit will store the records of the last 35 fax communications, but the unit will not print the journal report automatically.

1 Press (MENU).

Display: | SYSTEM SET UP |

Dial keypad (MENU)

2 Press [#], then [2] [2].

| AUTO JOURNAL |

3 Press (START/COPY/SET).

| MODE=ON [▼▲] |

4 Press ⊽ or △ to select the desired setting.

5 Press (START/COPY/SET).

| SETUP ITEM [ ] |

(START/COPY/SET) ⊽ △

6 Press (MENU).
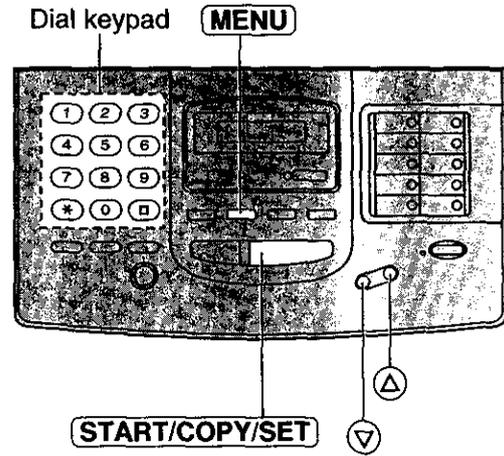
Sample of the journal report

```
  JOURNAL
                                        Jan. 25 1997 05:22PM
  NO.  OTHER FACSIMILE   START TIME       USAGE TIME MODE  PAGES RESULT               *CODE
  01   1234567           Jan. 21 02:14PM  00'25      TX    01    OK
  02   9998765           Jan. 21 02:17PM  00'38      TX    02    OK
  03   2121444——         Jan. 21 02:18PM  00'28      RX    01    OK
  04   555556677         Jan. 22 10:35AM  00'58      TX    03    COMMUNICATION ERROR  (43)
  05                                      01'50      TX    05    OK
                                                     RX    03    OK
```

Communication messages (See page 95.)

Error code (for service personnel use only)

Fax/Copy

Printing a cover page

The unit can print a cover page to attach to documents you send.

Sample of a cover page

```
[FAX COVER PAGE]
                                                          DATE : _____
       TO :      NAME :
                 FAX NO. :

       FROM :    NAME :
                 FAX NO. :

       Number of Pages : _____   (including cover page)

       Subject / Notes : _____
```

1 Press (MENU) four times.

Display: | PRINT LIST |

2 Press [#], then [7].

| FAX COVER PAGE |

3 Press (START/COPY/SET) to start printing.

| PRINTING |

4 After printing, press (MENU).

Dial keypad   (MENU)

(START/COPY/SET)
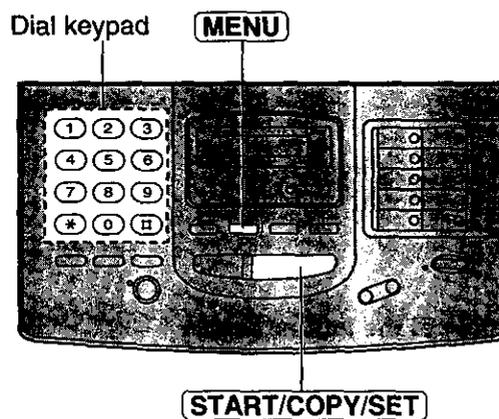
Delayed transmission
(sending a fax at a specific time)

Using a built-in clock, this unit can send documents automatically at a specific time. This allows you to take advantage of low-cost calling hours offered by your telephone company. The delayed transmission can be reserved to take place up to 24 hours in advance.

1 Insert the documents FACE DOWN.

Display:
```
STANDARD
```

2 Press (MENU).

```
SYSTEM SET UP
```

3 Press [#], then [2] [5].

```
DELAYED XMT
```

4 Press (START/COPY/SET).

```
MODE=OFF    [▼▲]
```

5 Press ⊘ or ⊙ to select "ON".

```
MODE=ON     [▼▲]
```

• If this feature is not required, select "OFF".

6 Press (START/COPY/SET).

```
NO.=
```

7 Enter the telephone number by using regular dialing, one-touch dialing, speed dialing or the electronic telephone directory.

8 Press (START/COPY/SET).

```
TIME=12:00AM
```

9 Enter the transmission start time.
Example: 11:00PM
Press [1][1] [0][0], then press [✱] to select PM.
• You can select AM or PM by pressing [✱].

10 Press (START/COPY/SET).

```
SETUP ITEM [ ]
```

11 Press (MENU).

```
SEND AT 11:00PM
```

• When the programmed time has come, the unit will automatically start transmission.

Dial keypad

FACE DOWN

(MENU)   ⊙
         ⊘

(START/COPY/SET)
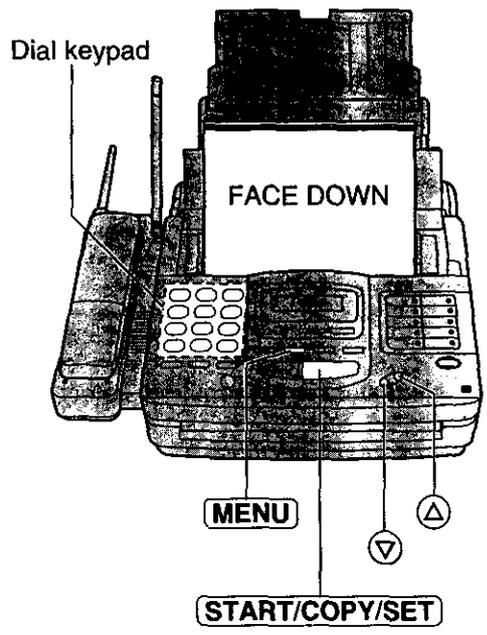
Note:
• You can receive, transmit and copy documents while delayed transmission is set.
• If the programmed time is during a power failure, delayed transmission will be attempted soon after power is restored.
• When transmit polling (see page 55) is ON, delayed transmission is not available.

Fax/Copy

Sending documents from memory

The unit is able to scan and store documents into memory, and then transmit the stored documents.
The memory capacity is approx. 25 pages, based on the CCITT No. 1 test chart in standard resolution. For the CCITT No. 1 test chart, see page 124.

Setting memory transmission

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [1] [5].

| MEMORY XMT |

3 Press (START/COPY/SET).

| MODE=OFF   [▼▲] |

4 Press ⑦ or ④ to select "ON".

| MODE=ON   [▼▲] |

●If this feature is not required, select "OFF".

5 Press (START/COPY/SET).

| SETUP ITEM [   ] |

6 Press (MENU).

Dial keypad (MENU)

(START/COPY/SET) ④ ⑦
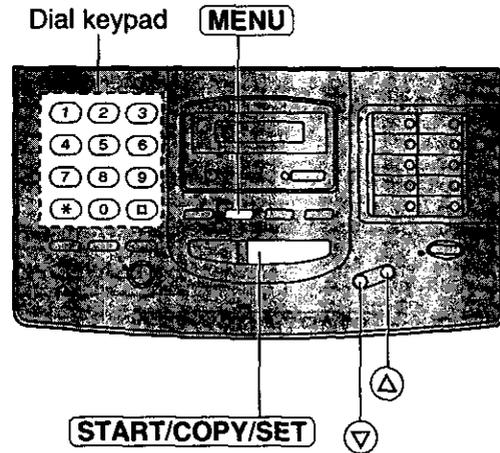
Transmitting documents from memory

1 Insert the documents FACE DOWN.

2 Enter the telephone number by using regular dialing, one-touch dialing, speed dialing or the electronic telephone directory.

3 When using regular dialing, press (START/COPY/SET).
●The documents will be fed into the unit and scanned into memory.
After storing all of the pages, the unit will transmit the documents.
●The amount of memory used will be shown as a percentage on the display.

Display: | PAGES=01   05 |

Amount of memory used ──┘

Dial keypad

FACE DOWN

(STOP)

(START/COPY/SET)
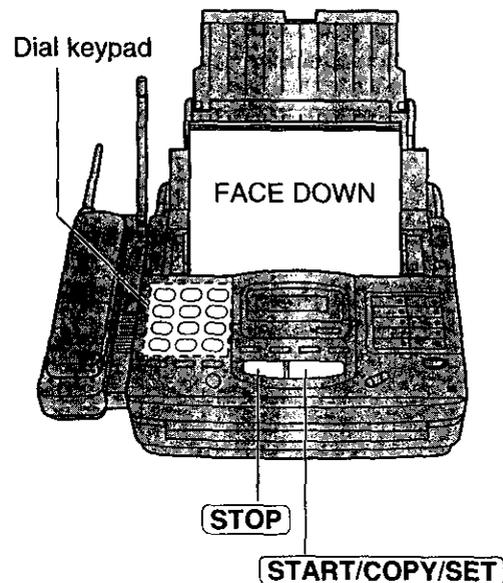
Note:
●The stored documents will be automatically erased after transmission.
●To cancel the memory transmission, press (STOP) during or after scanning the documents.
●If you select the fine, super fine or halftone resolution, the number of documents that can be sent will be decreased.
●If the stored documents exceed the memory capacity, the transmission will be canceled.

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Sending documents overseas

You may experience difficulty when transmitting documents overseas. This feature makes sending documents easier as the transmission speed is slowed down. Before starting, follow the steps below.

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [2] [3].

| OVERSEAS MODE |

3 Press (START/COPY/SET).

| MODE=OFF   [▼▲] |

4 Press (▽) or (△) to select "ON".

| MODE=ON   [▼▲] |

● If this feature is not required, select "OFF".

5 Press (START/COPY/SET).

| SETUP ITEM [   ] |

6 Press (MENU).

Dial keypad   (MENU)

(START/COPY/SET)   (▽)   (△)
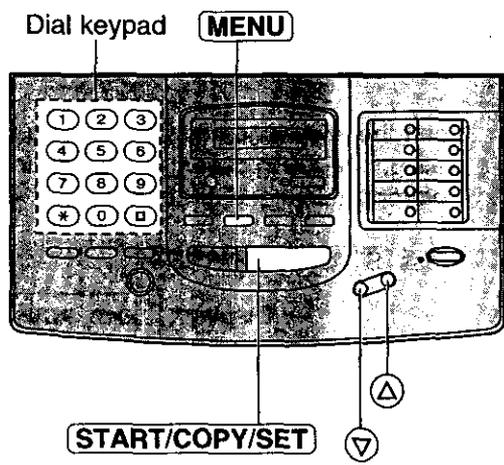
Note:
● After transmission, this feature will turn off automatically.

Reserving transmission during fax reception ===
(sending a fax as soon as receiving is completed)

While the unit is receiving documents, you can reserve your fax transmission to another station.
The unit will automatically transmit documents after fax reception is completed.

1 Insert the documents FACE DOWN during fax reception.

2 Enter the telephone number by using regular dialing, one-touch dialing, speed dialing or the electronic telephone directory.

3 Press (START/COPY/SET).

Display: | XMT RSV. ON |

Document feeder tray

Dial keypad

FACE DOWN

(START/COPY/SET)
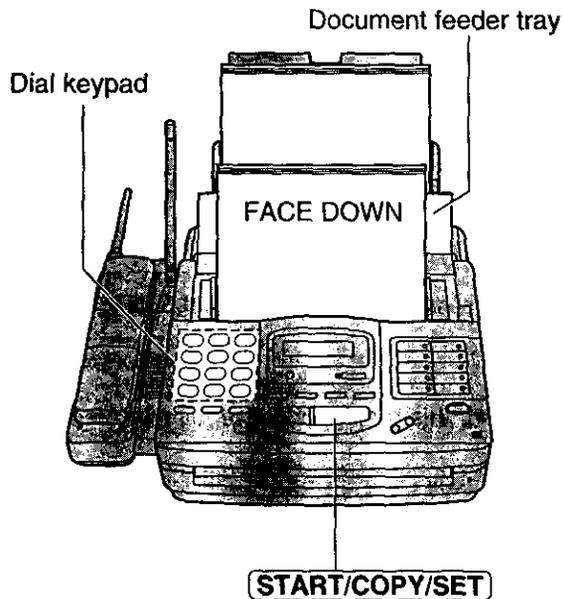
To cancel the reservation

Remove the documents from the document feeder tray.

Transmit polling
(letting the other machine receive fax on your unit)

The transmit polling feature allows another person to call your unit to retrieve a document loaded on your unit. This saves you the call charges.

1 Insert the documents FACE DOWN.

Display:
```
STANDARD
```

2 Press (MENU) six times.
```
POLLED
```

3 Press (START/COPY/SET).
```
MODE=OFF    [▼▲]
```

4 Press ⊽ or △ to select "ON".
```
MODE=ON     [▼▲]
```

● If this feature is not required, select "OFF".

5 Press (START/COPY/SET).
```
POLLED  ON
```

FACE DOWN

(MENU) △ ⊽

(START/COPY/SET)
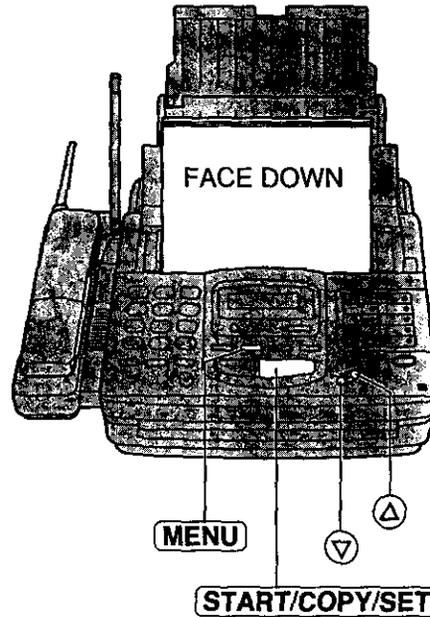
Fax/Copy

Note:
● This feature will not work when the unit is set to the TEL mode.
● The caller pays for the document transmission.
● When delayed transmission (see page 51) is set to ON, transmit polling is not available.

Selecting the way to receive calls

This unit has four types of receive modes. Select one of these modes according to your needs.

MANUAL RECEIVE

How you want to use the unit

You want to answer voice and fax calls using the handset or speakerphone.	**You do not want the unit to ring when receiving fax calls.** (When a voice call is received, the unit will ring.)
Voice/fax call	Voice call — Fax call
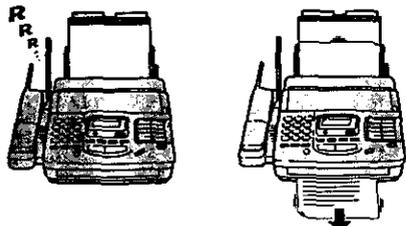
Receiving mode name

TEL MODE (See page 58.) PRE-SELECTED SETTING	**TEL/FAX MODE** (See page 63.) Change the setting from TEL MODE to TEL/FAX MODE (see page 64).

AUTO RECEIVE setting

	Available when the FAX indicator light is turned **OFF**. ●To turn the indicator light ON/OFF: → Press (AUTO RECEIVE).
AUTO RECEIVE FAX— ● OFF	

Operation for receiving fax and voice calls

When the unit rings, you must answer all calls. ●If you hear a fax calling tone (slow beep) or cannot hear the caller. → Press (START/COPY/SET).	●When a fax call is detected, the unit will receive fax documents without ringing. ●When the unit rings, answer the call using the handset or the SP-PHONE button.

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● Regardless of the mode you select, you can always place calls and send faxes.

AUTO RECEIVE

You want to receive fax documents only.
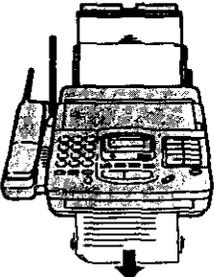
Fax only

You want to record voice messages and receive fax documents automatically.
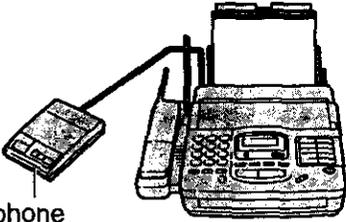
Telephone answering machine

FAX ONLY MODE

(See page 59.)

PRE-SELECTED SETTING

EXT. TAM MODE

$\left(\begin{array}{c}\text{EXTernal Telephone Answering}\\\text{Machine mode}\end{array}\right)$

(See page 60.)

Change the setting from FAX MODE to EXT. TAM MODE (see page 61).

ON
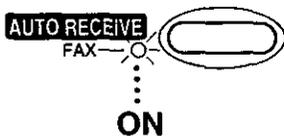
Available when the FAX indicator light is turned **ON**.

● To turn the indicator light ON/OFF:
→ Press (AUTO RECEIVE).

The unit will automatically answer all calls and only receive fax documents.
(See page 59.)

The unit and telephone answering machine will work as follows.

● **When receiving voice calls:**
The telephone answering machine will record voice messages automatically.

● **When receiving fax calls:**
The facsimile unit will receive documents automatically.
(See page 60.)

TEL mode
(answering all calls manually)

Answering with the main unit ____

1 When the unit rings, press (SP-PHONE) to answer the call.

2 When:
—document reception is required,
—a slow beep is heard, or
—no sound is heard,
press (START/COPY/SET).

Answering with the handset ____

1 Press (TALK) to answer the call.

2 When:
—document reception is required,
—a slow beep is heard, or
—no sound is heard,
press [*] [9].

- If your line has a rotary pulse dial service, press [*] [*] [9].
- To stop receiving at the handset, press [#] within 3 seconds after hearing a long beep.

OR

Press (START/COPY/SET) on the main unit.

(SP-PHONE)

(STOP)
(START/COPY/SET)

The FAX indicator is off.

(TALK)
[*]
[9]
[#]

Note:
- If you do not answer the line by 15 rings, the unit will temporarily switch to the fax and the caller can send documents.

Friendly reception

When you answer a call and hear a slow beep, the unit will automatically start receiving even if you do not press (START/COPY/SET).

- If this feature is not required, set to OFF (see page 74).

To stop receiving

Press (STOP).

Memory reception

When a printing problem is detected, the unit will temporarily store the received document into memory.
While documents are in memory, the unit will:
—display an error message and the following message alternately;

Display: | FAX IN MEMORY |

—alert you with a slow beep (Receive alert).
- Follow the instructions on pages 96 and 97 to clear the problem and print the stored document.
- For memory capacity, see page 124.

FAX ONLY mode
(all calls are received as faxes)

Setting up the unit for fax reception

Turn on the AUTO RECEIVE mode by pressing
(**AUTO RECEIVE**) until the FAX indicator light goes on.
● The display shows the following message.

Display: | FAX ONLY MODE |

● The unit will automatically answer all calls and only receive fax documents.
● The number of rings before a call is answered can be changed. See below.
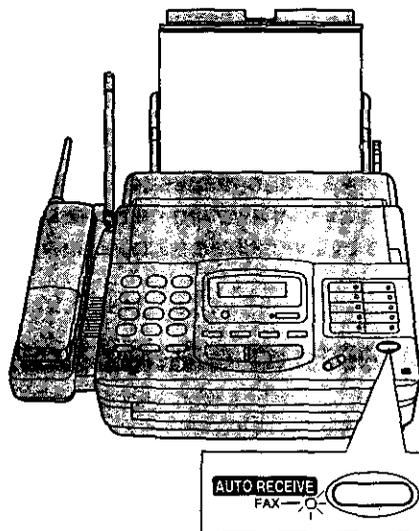
The FAX indicator is on.

Setting the FAX ONLY mode ring count

This feature determines the number of rings before the unit answers a call in the FAX ONLY mode.
You can choose from 1 to 4 rings.

Helpful hints:
● To answer a call before the unit does, increase the number of rings.
● If you find receiving faxes from machines with the automatic transmission feature difficult, decrease the number of rings.

1 Press (**MENU**).

Display: | SYSTEM SET UP |

2 Press [#], then [0] [7].

| FAX RING |

3 Press (**START/COPY/SET**).

| RING=2   [▼▲] |

4 Press (▽) or (△) to select the desired number.

5 Press (**START/COPY/SET**).

| SETUP ITEM [ ] |

6 Press (**MENU**).

Dial keypad   (**MENU**)

(**START/COPY/SET**) (▽) (△)
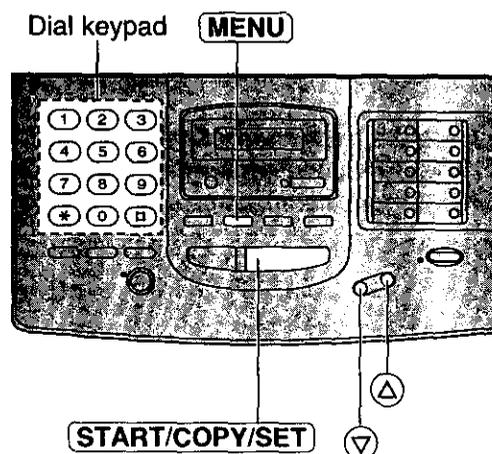
EXT.TAM mode
(using with an external telephone answering machine)

This unit can be connected to an external telephone answering machine (TAM). When the EXT.TAM mode is set, the facsimile unit and telephone answering machine will work as follows.

■ **Receiving voice calls**
  The telephone answering machine will record voice messages automatically.

■ **Receiving fax calls**
  The facsimile unit will receive documents automatically.

■ **Receiving a voice message and fax document in one call**
  The telephone answering machine will record the voice message first. Then, the facsimile unit will be activated by the caller's request and receive documents. For further details, see page 62.

Connecting a telephone answering machine

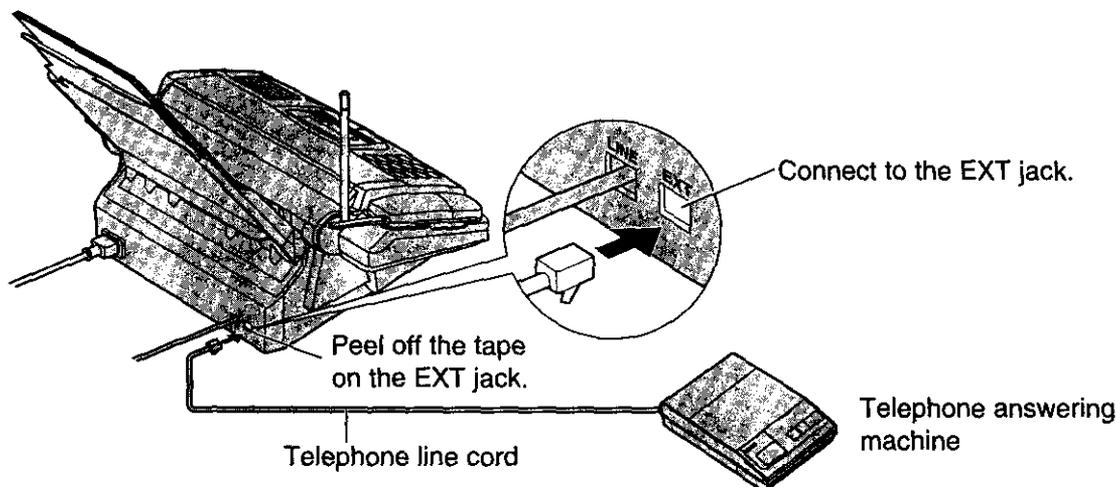**1** Connect the telephone answering machine to the EXT jack.

Connect to the EXT jack.

Peel off the tape on the EXT jack.

Telephone line cord

Telephone answering machine

2 Set the number of rings on the telephone answering machine to less than 4.
  ● This will allow the answering machine to answer the line first.

3 Record a greeting message referring to the example below.
  "This is (your name, business and/or telephone number). We are unable to answer the phone right now. Please leave a message after the long beep. To send a fax, start transmission. Thank you."

Note:
● Do not pause for more than 4 seconds in the greeting message. If a 4 second pause is stored in the greeting message, all incoming calls will be routed to the facsimile unit from the answering machine even while the greeting message is playing.
● We recommend you keep the greeting message length around 10 seconds. If a greeting message is too long, some incoming fax calls may not be answered by the facsimile unit.
● **If your answering machine is equipped with a remote operation feature, set the same remote access code that is on the answering machine to the facsimile unit as the remote TAM activation ID (see page 62).**

Changing from the FAX ONLY mode to the EXT.TAM mode

Change the AUTO RECEIVE setting from the FAX ONLY mode to the EXT.TAM mode.

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [0] [5].

| AUTO RECEIVE |

3 Press (START/COPY/SET).

| MODE=FAXonly[▼▲] |

4 Press ⊗ or ⊘ to select EXT.TAM.

| MODE=EXT.TAM[▼▲] |

●To return to the FAX ONLY mode, select FAXonly.

5 Press (START/COPY/SET).

| SETUP ITEM [ ] |

6 Press (MENU).

Dial keypad (MENU)

(START/COPY/SET) ⊘ ⊗
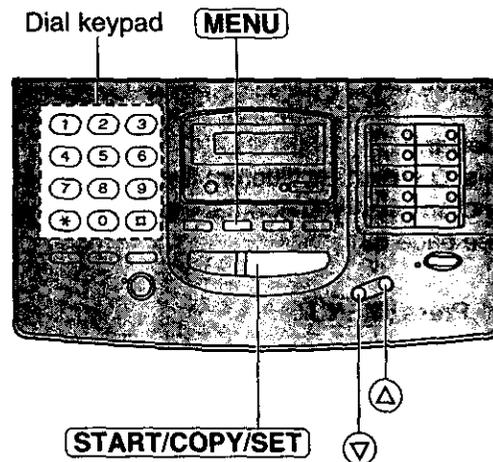
Using the EXT.TAM mode

To set the facsimile unit and telephone answering machine to receive voice messages and send fax messages, proceed as follows.

1 Turn on the answering machine.
 ●If the answering machine is not turned on, all incoming calls will be answered by the facsimile unit and callers cannot leave messages.

2 Press (AUTO RECEIVE) on the facsimile unit until the FAX indicator light will turn on.
 ●The display shows the following message.

Display: | EXT.TAM MODE |

Note:
●Every time the facsimile unit receives a document, a silent pause or fax tone may be recorded on the answering machine.
●Set the receive mode of the facsimile unit to the TEL mode under the following conditions:
—when you wish to set the number of rings on the answering machine to more than 5, or
—when you wish to use the auto transfer functions (transfer, pager alert, etc.) on the answering machine.
Note that automatic fax sending can not be received automatically in the TEL mode.

The FAX indicator is on.

Fax/Copy
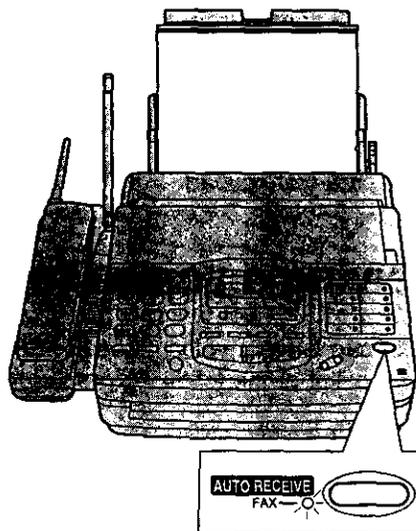
Securing the remote operation for the answering machine (remote TAM activation ID)

Set the same remote access code on the answering machine to the facsimile unit as the remote TAM activation ID.

Important:
● This ID should be different from the fax activation code to prevent the facsimile unit from activating the fax function when you operate the answering machine from a remote location using the remote access code (see page 68).

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press ⚹, then ⊡ ⊡.

| REMOTE TAM ACT. |

3 Press (START/COPY/SET).

| MODE=OFF   [▼▲] |

4 Press ⟲ or ⟳ to select "ON".

| MODE=ON   [▼▲] |

5 Press (START/COPY/SET).

| ID=11 |

● The display will show the pre-selected ID.
● This ID can be from 1 to 5 digits in length using numbers 0 through 9, and the characters ⚹ and #.

6 Enter your remote TAM activation ID number using the dial keypad.

7 Press (START/COPY/SET).

| SETUP ITEM [   ] |

8 Press (MENU).

Dial keypad   (MENU)

(START/COPY/SET)
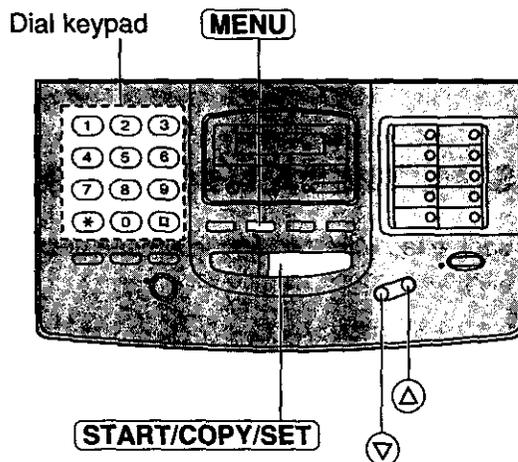
Receiving a voice message and fax in the same call

The caller can leave a voice message and send a fax document during the same call.
Inform the caller of the following procedures beforehand.

1. The caller calls your unit.
   ● The external telephone answering machine will answer the call.

2. The caller can leave their message after the greeting message.

3. The caller then presses ⚹ ⑨ (fax activation code).
   ● The facsimile unit will activate the fax function.

4. The caller must then press their start button to send a document.

Note:
● The fax activation code can be changed. See page 68.

TEL/FAX mode
(receiving voice calls but not hearing rings when a fax is received)

Use this mode when you wish to receive voice calls with rings, but do not want the unit to ring when faxes are received.
When a call is received, the unit will work as follows.

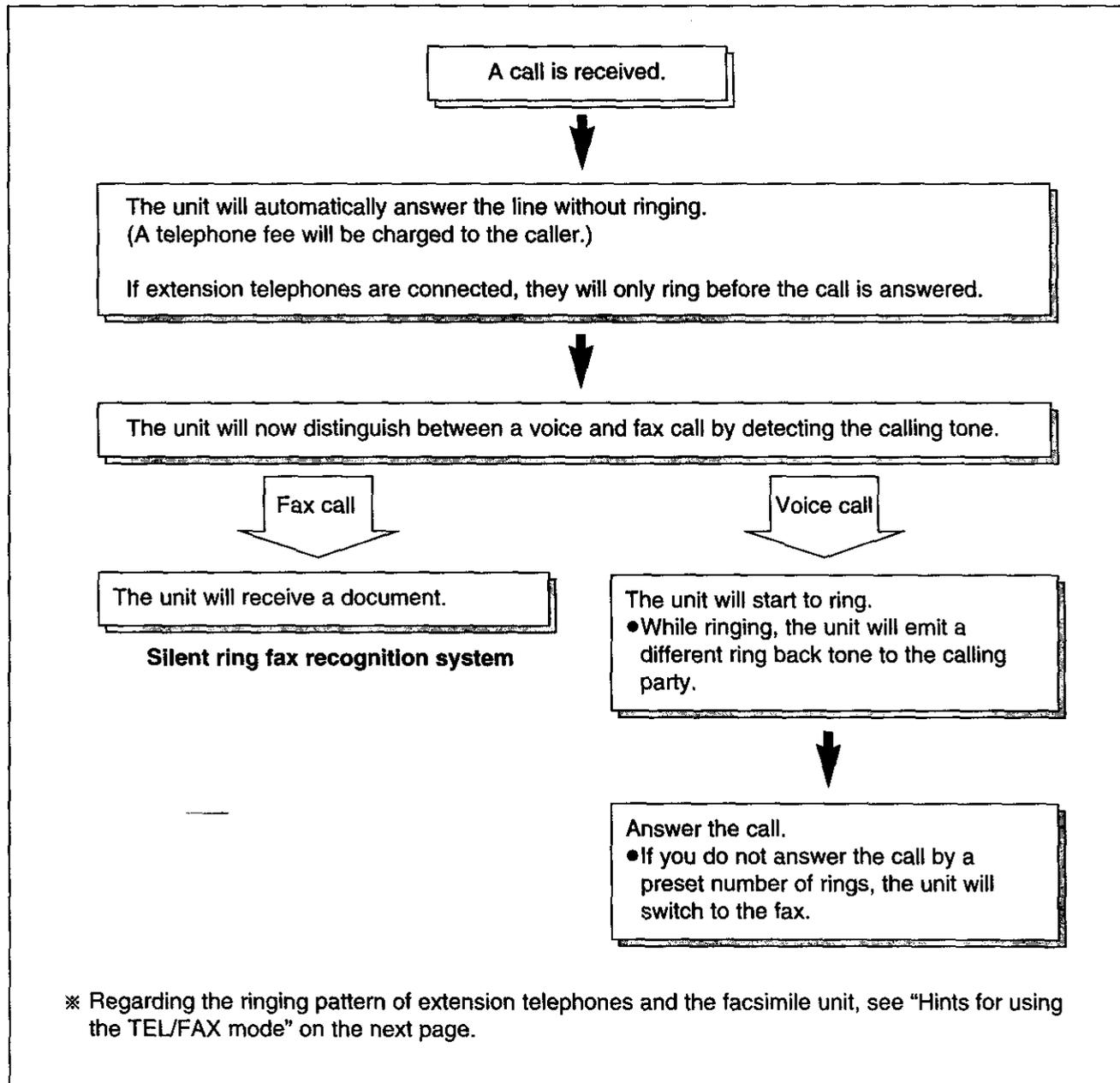---

A call is received.

↓

The unit will automatically answer the line without ringing.
(A telephone fee will be charged to the caller.)

If extension telephones are connected, they will only ring before the call is answered.

↓

The unit will now distinguish between a voice and fax call by detecting the calling tone.

| Fax call | Voice call |

Fax call ↓

The unit will receive a document.

Silent ring fax recognition system

Voice call ↓

The unit will start to ring.
●While ringing, the unit will emit a different ring back tone to the calling party.

↓

Answer the call.
●If you do not answer the call by a preset number of rings, the unit will switch to the fax.

※ Regarding the ringing pattern of extension telephones and the facsimile unit, see "Hints for using the TEL/FAX mode" on the next page.
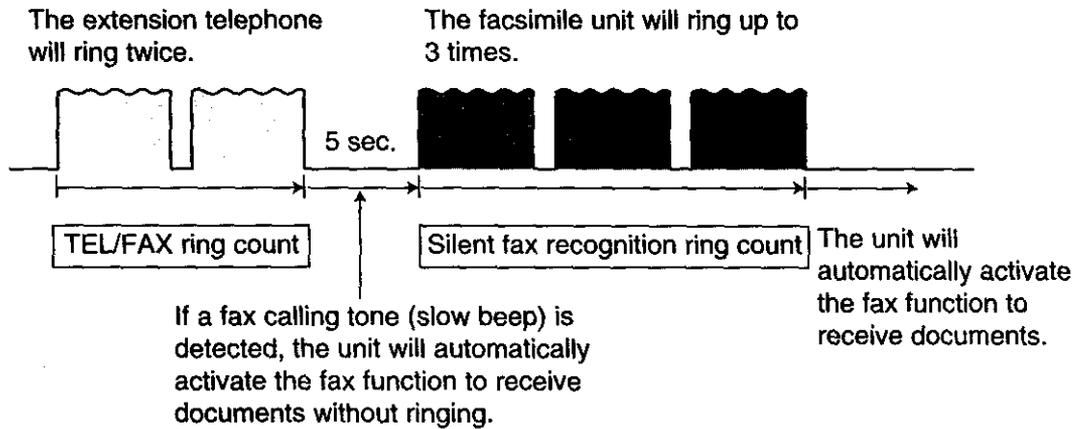
Note:
●Some fax messages that are transmitted manually may not send a calling tone. These calls must be received manually.

TEL/FAX mode (cont.)

Hints for using the TEL/FAX mode

■ **If an extension telephone is connected, the facsimile unit and the extension telephone will ring as follows.**

The extension telephone will ring twice.

The facsimile unit will ring up to 3 times.

5 sec.

| TEL/FAX ring count |

| Silent fax recognition ring count |

The unit will automatically activate the fax function to receive documents.

If a fax calling tone (slow beep) is detected, the unit will automatically activate the fax function to receive documents without ringing.

Note:
●You can change the number of rings for the TEL/FAX ring count and silent fax recognition ring count (see page 65).
●The facsimile unit will display the following message when the extension telephone starts to ring.

```
INCOMING CALL
```

Changing from the TEL mode to the TEL/FAX mode

Change the MANUAL RECEIVE setting from the TEL mode to the TEL/FAX mode.

1 Press (MENU).

Display:
```
SYSTEM SET UP
```

2 Press [#], then [0] [8].
```
MANUAL RECEIVE
```

3 Press (START/COPY/SET).
```
MODE=TEL        [▼▲]
```

4 Press (▽) or (△) to select TEL/FAX.
```
MODE=TEL/FAX[▼▲]
```
●To return to the TEL mode, select TEL.

5 Press (START/COPY/SET).

6 Press (MENU).
```
SETUP ITEM [   ]
```

7 If the FAX indicator light is on, press (AUTO RECEIVE) to turn off the AUTO RECEIVE mode.
```
TEL/FAX MODE
```

Dial keypad   (MENU)

(START/COPY/SET)

The FAX indicator is off.

64
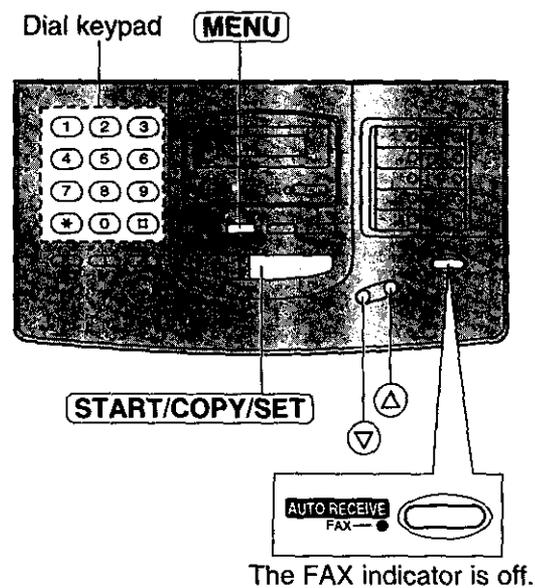
Setting the TEL/FAX mode ring count _____

This feature determines the number of rings before the unit automatically answers a call in the TEL/FAX mode.
You can choose from 1 to 4 rings.

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [0] [9].

| TEL/FAX RING |

3 Press (START/COPY/SET).

| RING=2   [▼▲] |

4 Press ⊽ or △ to select the desired number.

5 Press (START/COPY/SET).

| SETUP ITEM [   ] |

6 Press (MENU).

Dial keypad (MENU)

(START/COPY/SET) ⊽
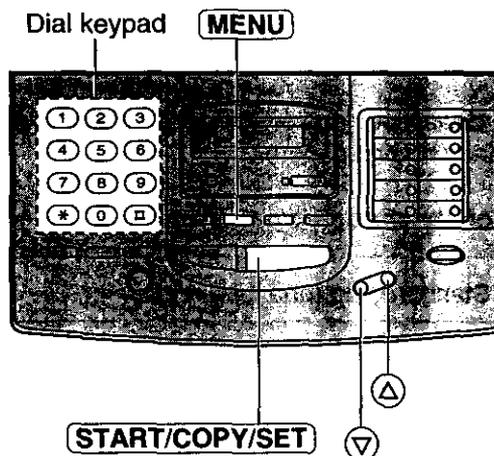
Note:
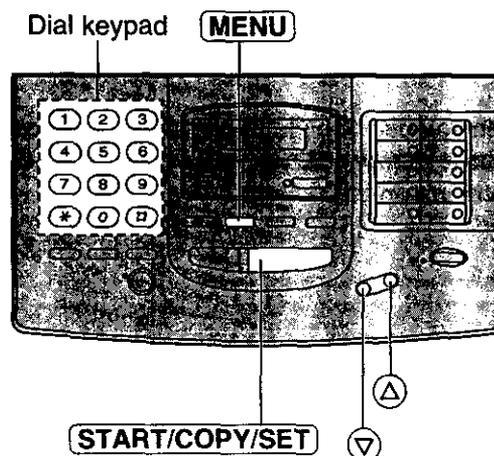•You may not be able to receive documents from some older facsimile machines if you increase the number of rings.

Setting the silent fax recognition ring count _____

When a fax call is received in the TEL/FAX mode, the unit will automatically activate the fax function without ringing. If the unit detects a voice call, it will ring. If a voice call is not answered within the selected number of rings (3 to 6 rings), the unit will switch back to the fax mode. This is for machines that do not send a calling tone.

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [3] [0].

| SILENT FAX RING |

3 Press (START/COPY/SET).

| RING=3   [▼▲] |

4 Press ⊽ or △ to select the desired number.

5 Press (START/COPY/SET).

| SETUP ITEM [   ] |

6 Press (MENU).

Dial keypad (MENU)

(START/COPY/SET) ⊽

Note:
•You may not be able to receive documents from some older facsimile machines if you increase the number of rings.

65

Distinctive ring service

This feature can only be used by those who subscribe to a distinctive ring pattern service from their telephone company. For more information on the availability of this service, please contact your telephone company before setting this feature to ON.

What is the distinctive ring service

The distinctive ring service gives you up to 3 phone numbers on a single telephone line, each having a different ringing pattern.

■ Variety of ringing patterns:

Standard ring (one long ring)	Triple ring (short-long-short rings)
Double ring (two short rings)	Other triple ring (short-short-long rings)

When you subscribe to a distinctive ring service, you can assign phone numbers to personal telephone numbers, business telephone numbers, fax phone numbers, and so on.
When a call is received, you will know which number is being called by hearing the ringing pattern before answering the line.

■ Example:

Your phone numbers	Ringing pattern	Usage
012-1234	Standard ring	Telephone
012-5678	Double ring	Telephone
012-9876	Triple ring	Facsimile

To use a phone number as facsimile number

When you use one of the phone numbers as a facsimile number, program the ring pattern assigned to the facsimile number. When the unit detects a call matching the selected distinctive ringing pattern, it will activate depending on the receive mode setting.

Setting the distinctive ringing pattern assigned for fax ____

Program the ringing pattern of the facsimile number that is assigned by your telephone company.

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [3] [1].

| RING DETECTION |

3 Press (START/COPY/SET).

| MODE=OFF   [▼▲] |

4 Press (▽) or (△) to select the ringing pattern assigned to the facsimile number.
- **A:** Standard ring (one long ring)
- **B:** Double ring (two short rings)
- **C:** Triple ring (short-long-short rings)
- **D:** Other triple ring (short-short-long rings)
- **OFF:** Turns off the ring pattern detection feature (pre-selected setting).

5 Press (START/COPY/SET).

| PRINTING |

●The unit will print an information list.

| SETUP ITEM [   ] |

6 Press (MENU).

Dial keypad   (MENU)
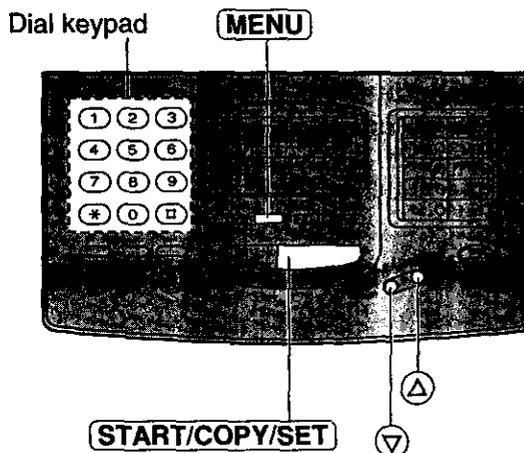
(START/COPY/SET)   (△) (▽)

Fax/Copy

How the unit will answer in each receive mode ____

■ **TEL mode:** In this mode, you have to answer all calls manually.
—If you hear a fax calling tone (slow beep) or cannot hear voice, press (START/COPY/SET) to receive documents.

■ **TEL/FAX mode:** When a call that matches your selected ringing pattern is detected, the unit will automatically answer the line and activate the fax function to receive documents.

When a call having another ringing pattern is received, the unit will ring until you answer the call.

■ **FAX ONLY mode:** In this mode, the unit will answer all calls automatically and activate the fax function.

■ **EXT.TAM mode:** When a call that matches your selected ringing pattern is detected, the unit will automatically answer the line and receive documents.

When a call having another ringing pattern is received, the facsimile unit and the answering machine will activate depending on the call.
—If a voice call is received, the answering machine will record the voice message.
—If a fax call is received, the facsimile unit will receive documents automatically.

Note:
●The unit automatically answers a distinctive ring call after the second ring. To change the number of rings, change the FAX ONLY mode ring count (page 59) after setting the ringing pattern.

# Using an extension telephone to receive fax messages

If you have an extension telephone connected to your facsimile unit or on the same line, it is possible to receive a manual fax message. Using the extension telephone, dial the fax activation code.
You do not have to go to the facsimile unit and press (START/COPY/SET).

Important:
- To activate this feature, use a touch tone telephone as the extension telephone and enter the fax activation code **FIRMLY**.
- The fax activation code is set to "✳9" as a pre-selected setting.

Receiving using an extension telephone

1 When a call is received, lift the handset of the extension telephone.

2 When:
—document reception is required,
—a slow beep is heard, or
—no sound is heard,
enter the fax activation code **FIRMLY**.

3 Hang up the handset.
- The facsimile unit is set to receive documents.

To the EXT jack
or the same line

Extension telephone
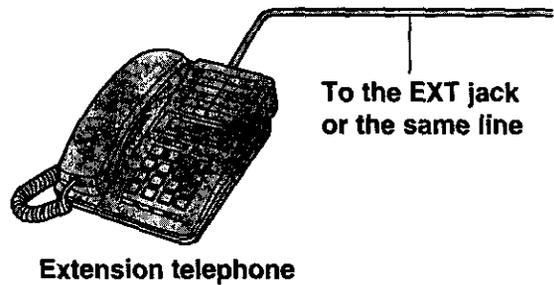
Changing the fax activation code

This code can be from 2 to 4 digits in length using numbers 0 through 9, and the character ✳.

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [4] [1].

| FAX ACT. CODE |

3 Press (START/COPY/SET).

| MODE=ON   [▼▲] |

4 Press ⊽ or ⊿ to select the desired setting.
- If this feature is not required, select "OFF".

5 Press (START/COPY/SET).

| CODE=✳9 |

6 Enter the new code number.

7 Press (START/COPY/SET).

| SETUP ITEM [ ] |

8 Press (MENU).

Dial keypad   (MENU)

(START/COPY/SET)   ⊿ ⊽
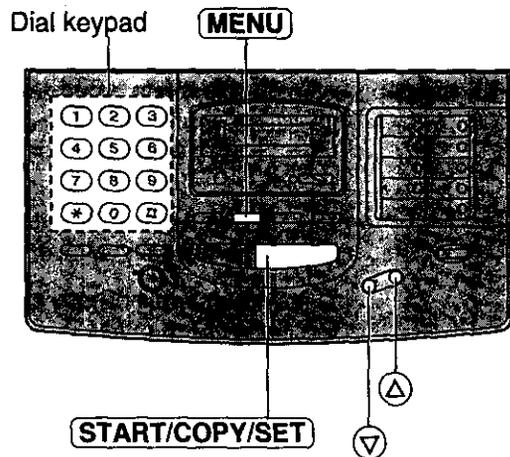
Note:
- Some special telephone company services will require you to press a service access code. If you subscribe to such services, all or part of the fax activation code must be different from the service access code.
- If the fax activation code is set to "0000", this feature will not work properly.

68

Receive polling

(retrieving faxes placed on another machine)

The polling feature allows you to receive a document from another compatible machine where you pay for the call. This saves the sending party the call charges.

To place a call and recover a document from another machine, follow the steps below. Make sure that no documents have been fed into your unit and that the other party's machine is ready for your call.

1 Press (MENU) five times.

Display: | POLLING |

2 Press (START/COPY/SET).

| NO. = |

3 Enter the telephone number by using regular dialing, one-touch dialing, speed dialing or the electronic telephone directory.

4 Press (START/COPY/SET).

Dial keypad

(MENU)

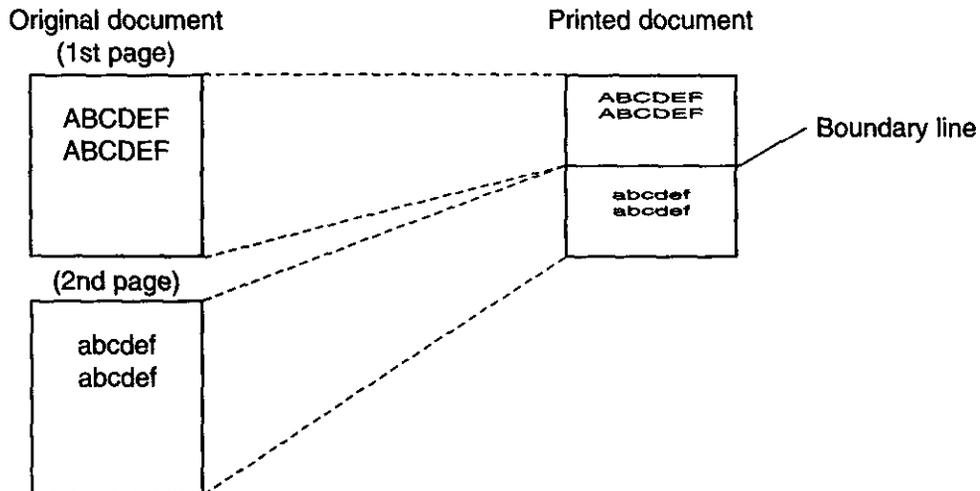(START/COPY/SET)

Fax/Copy

69
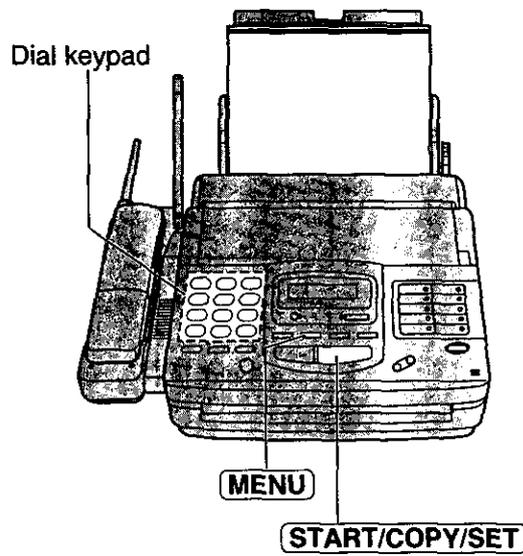
Film/Paper save

Use this feature if you wish to save film and recording paper when receiving two or more faxed pages. When this feature is ON, the unit will reduce documents to half their length and print out two pages of documents on one page. A boundary line will be printed out between the documents.

Important:
●This feature will not work when the other party sends a document in fine resolution or other nonstandard resolutions.

Sample of a paper save printout:

Original document   Printed document
(1st page)

| ABCDEF |
| ABCDEF |

ABCDEF ABCDEF
abcdef abcdef

Boundary line

(2nd page)

| abcdef |
| abcdef |

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [3] [3].

| FILM/PAPER SAVE |

3 Press (START/COPY/SET).

| MODE=OFF   [▼▲] |

4 Press ⊽ or ⊿ to select "ON".

| MODE=ON   [▼▲] |

●If this feature is not required, select "OFF".

5 Press (START/COPY/SET).

| SETUP ITEM [ ] |

6 Press (MENU).

—If this feature is set to "ON", an arrow mark will be displayed.

| ▼   00 |
| FILM/PAPER SAVE●   MEMORY% |

Dial keypad (MENU)

(START/COPY/SET) ⊽
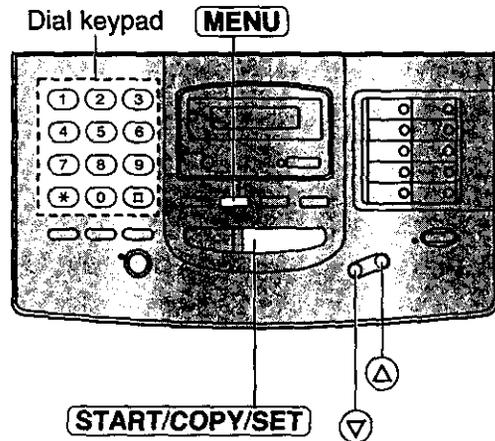
Note:
●When a reduced document is longer than the recording paper, it will be printed on two pages. The continuation will be printed on the next page and there may be wasted space. In this case, paper and film will not be saved. If you wish to fit the document onto one page, set this feature to off and program a suitable reduction rate for reception (see page 72).
●When documents are longer than legal size, the unit will not print the next page of the document on the same page.
●Paper and film will not be saved for a one page document and the last page of odd numbered documents (3, 5, 7 pages, etc.).

Extending paper save documents to normal size ═

Use this feature to enlarge a document to twice the length of the paper that is currently being used in the paper tray. This feature is used to reverse the film/paper save function (see page 70).

Sample of an enlarged copy:

When you wish to enlarge the top half of the document:

Original document
Top edge

Enlarged copy

| Top half | ABC | | |
| Bottom half | DEF | | ABC |
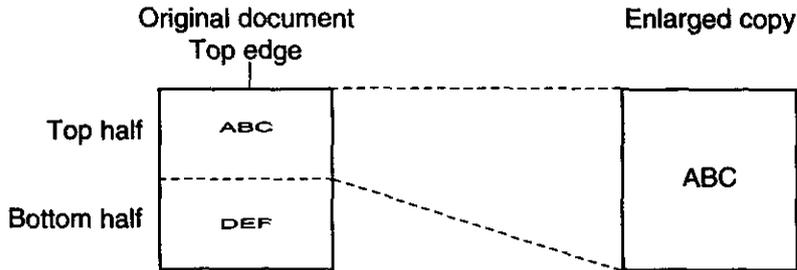
Insert the document into the unit from the top side FACE DOWN.

1 Insert the documents FACE DOWN.

Display: | STANDARD |

2 Press (MENU).

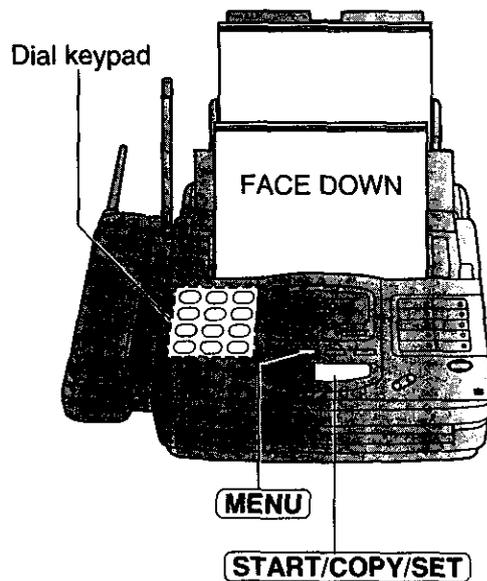| SYSTEM SET UP |

3 Press [#], then [3] [4].

| EXTENSION COPY |

4 Press (START/COPY/SET).

| COPYING |

●The unit will start printing.

5 After printing, press (MENU).

Dial keypad

FACE DOWN

(MENU)

(START/COPY/SET)

Note:
●You cannot select FINE, SUPER FINE or HALF TONE resolution for this feature.
●To make an enlarged copy of the whole page whose length is as long as, or shorter than the installed paper, proceed as follows.
First insert the top half of the original document into the feeder tray and copy. Then turn the original around and insert the bottom half of the document into the feeder tray and copy.

Receiving other sizes of documents

When the size of the documents sent by the other party is as large as, or larger than the recording paper, the unit can reduce each page of the document and print it out on the recording paper by programming a suitable reduction rate.
The reduction rate is determined by a combination of the size of the recording paper and received document.

■ Recommended reduction rate

Mode	Size of recording paper	Size of original document
OFF	Legal	Letter, A4
92% (pre-selected)	Letter	Letter
	Legal	Legal
86%	Letter	A4
72%	Letter	Legal

Letter ≈ 216 × 279 mm (8½" × 11")
Legal ≈ 216 × 356 mm (8½" × 14")
A4 ≈ 210 × 297 mm (May not be available in the United States.)

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [3] [6].

| RX REDUCTION |

3 Press (START/COPY/SET).

| MODE=92% [▼▲] |

4 Press ⊽ or △ to select the desired setting.

●If this feature is not required, select "OFF".

5 Press (START/COPY/SET).

| SETUP ITEM [ ] |

6 Press (MENU).

Dial keypad (MENU)

(START/COPY/SET) ⊽ △
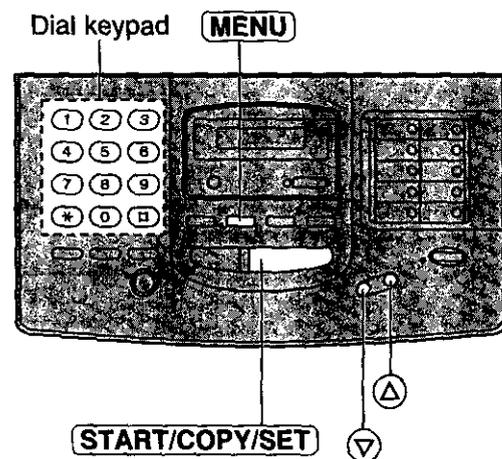
Note:
●This feature is not available when the film/paper save reception feature is set to ON (see page 70).
●Documents received by facsimile usually have a heading on the top of each page which contains the sender's name/phone number. This increases the length of each page. Therefore, it is recommended to use the reduction mode.
●If the appropriate reduction rate is not programmed, the document will be divided.

Setting the silent detection
(when receiving faxes from older fax machines)

This feature allows the facsimile unit to activate the fax function automatically when a silent pause longer than 4 seconds is detected in the EXT.TAM mode.

Helpful hints:
- If you wish to receive documents from stations that do not send a calling tone after dialing, activate this feature.
- If you use a single cassette tape to give greeting messages and record incoming messages, deactivate this feature.

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [4] [0].

| SILENT DETECT. |

3 Press (START/COPY/SET).

| MODE=ON   [▼▲] |

4 Press (▽) or (△) to select the desired setting.

5 Press (START/COPY/SET).

| SETUP ITEM [   ] |

6 Press (MENU).

Dial keypad (MENU)
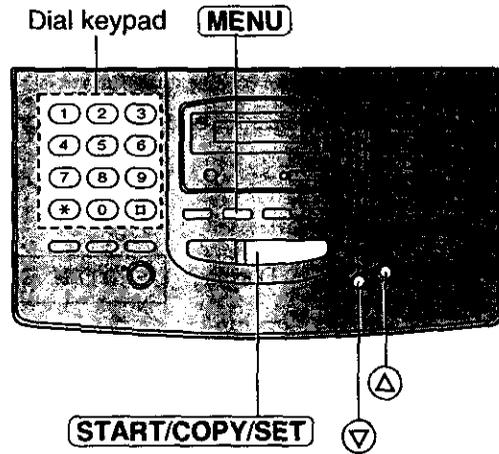
(START/COPY/SET) (▽) (△)

Fax/Copy

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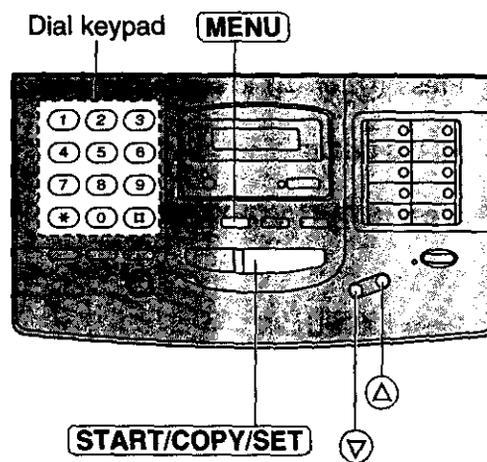
Setting the memory reception alert

When received documents are stored into memory, the unit will alert you with beep tones. If you hear slow beeps, clear the printing problem or supply paper to print the stored documents. The beep tones will stop.
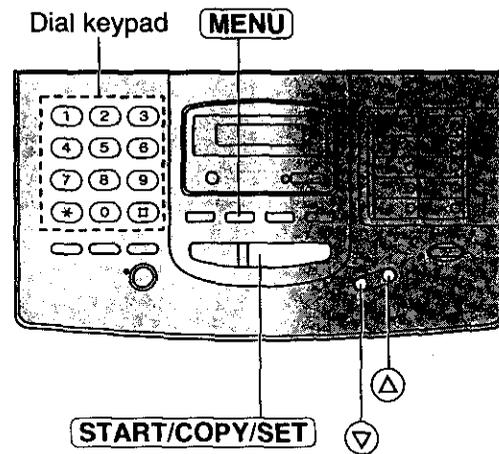
1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [4] [4].

| RECEIVE ALERT |

3 Press (START/COPY/SET).

| MODE=ON   [▼▲] |

4 Press ⊗ or △ to select the desired setting.

●If this feature is not required, select "OFF".

5 Press (START/COPY/SET).

| SETUP ITEM [   ] |

6 Press (MENU).

Dial keypad   (MENU)

START/COPY/SET   ⊗

Setting the friendly reception

The friendly reception feature allows you to receive fax documents automatically without pressing (START/COPY/SET). See page 58 for further details.
If you set this feature to OFF, you will have to press (START/COPY/SET) to receive fax documents each time you answer a fax call.

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [4] [6].

| FRIENDLY RCV |

3 Press (START/COPY/SET).

| MODE=ON   [▼▲] |

4 Press ⊗ or △ to select the desired setting.

●If this feature is not required, select "OFF".

5 Press (START/COPY/SET).

| SETUP ITEM [   ] |

6 Press (MENU).

Dial keypad   (MENU)

START/COPY/SET   ⊗

Signaling your pager when you receive a fax ═══

This feature allows your unit to call your pager when your unit receives a fax message.

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [7] [0].

| FAX PAGER |

3 Press (START/COPY/SET).

| MODE=OFF   [▼▲] |

4 Press ⊽ or △ to select "ON".

| MODE=ON   [▼▲] |

●If this feature is not required, select "OFF".

5 Press (START/COPY/SET).

| NO.= |

6 Enter your pager number.

●If this feature does not work properly, press (REDIAL/PAUSE) more than once at the end of your telephone number to extend the paging time.

If you wish to display a message on your pager, enter the message after your pager number and pause(s).
Programming methods may vary depending on the pager company. Contact your pager company for details.

●You can enter a total of 46 digits and/or pauses.

7 Press (START/COPY/SET).

| SETUP ITEM [   ] |

8 Press (MENU).

Note:
●This feature is not available when the receive mode is set to the TEL mode.

Dial keypad (MENU)

(REDIAL/PAUSE)
(START/COPY/SET)
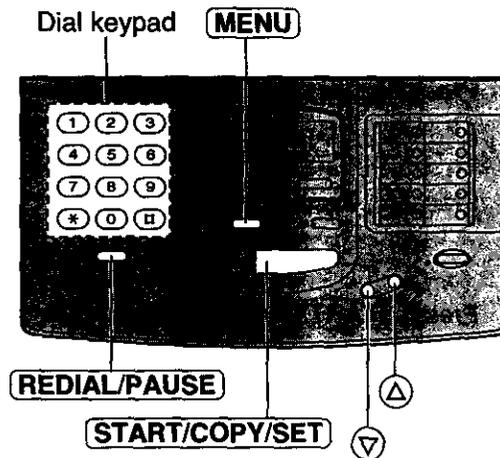
Fax/Copy

Film detection

If this feature is activated, the display will show the following message when the remaining film prints approx. 15 letter size documents.

Display: | FILM NEAR EMPTY |

●If you are using regular film (100 m roll), the unit will also print a report.

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [7] [9].

| FILM DETECTION |

3 Press (START/COPY/SET).

| MODE=ON   [▼▲] |

4 Press (▽) or (△) to select the desired setting.

●If this feature is not required, select "OFF".

5 Press (START/COPY/SET).

| SETUP ITEM [   ] |

6 Press (MENU).

Dial keypad (MENU)

(START/COPY/SET) (▽)
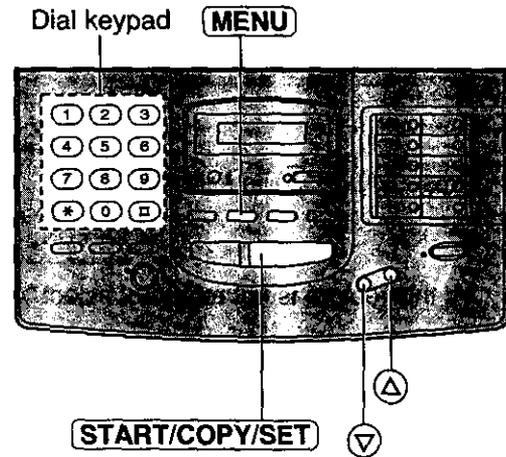
Making a copy

Any transmittable document can be copied.

1 Open the document feeder tray.

2 Insert the document (up to 15 sheets) FACE DOWN until a beep tone is heard.

3 Adjust the width of the document guides.

4 Press (RESOLUTION) repeatedly to the desired setting, if needed (see page 44).

5 Press (START/COPY/SET).

●The unit will start printing.

Document guides

Document feeder tray

FACE DOWN

(STOP)   (RESOLUTION)

(START/COPY/SET)

Fax/Copy
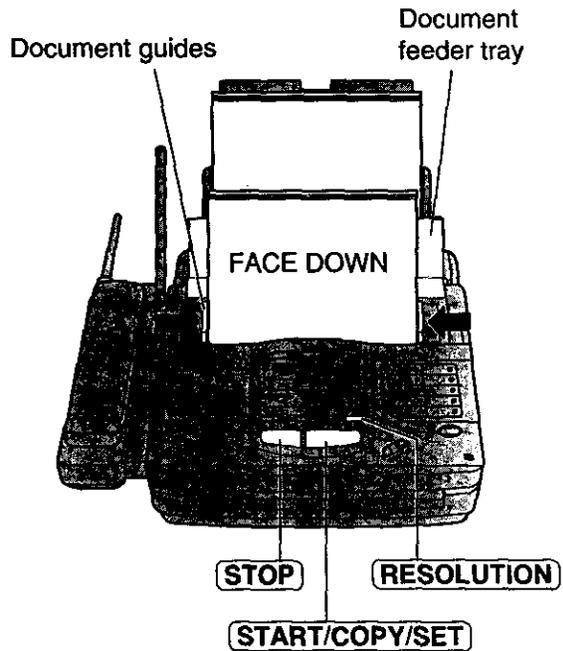
To stop copying

Press (STOP).

Note:
●When copying, the unit will automatically select FINE resolution.
●You can make or receive a voice call while making a copy.

Copy reduction

When you copy documents that are longer than the recording paper, the unit can reduce the original document by programming a suitable reduction rate. The reduction rate is determined by the size of the recording paper and original document.

■ **Recommended reduction rate**

Mode	Size of recording paper	Size of original document
OFF (pre-selected)	Letter	Letter
	Legal	Letter, A4, Legal
92%	Letter	A4
72%	Letter	Legal

Letter = 216 × 279 mm (8½″ × 11″)
Legal = 216 × 356 mm (8½″ × 14″)
A4 = 210 × 297 mm (May not be available in the United States.)

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [3] [5].

| COPY REDUCTION |

3 Press (START/COPY/SET).

| MODE=OFF   [▼▲] |

4 Press ⊝ or ⊕ to select the desired setting.

●If this feature is not required, select "OFF".

5 Press (START/COPY/SET).

| SETUP ITEM [   ] |

6 Press (MENU).
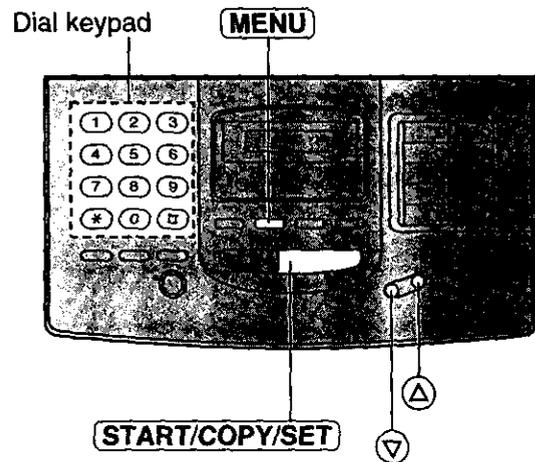
Note:
●If the appropriate reduction rate is not programmed, the document may be divided and the top of the second sheet will be deleted.
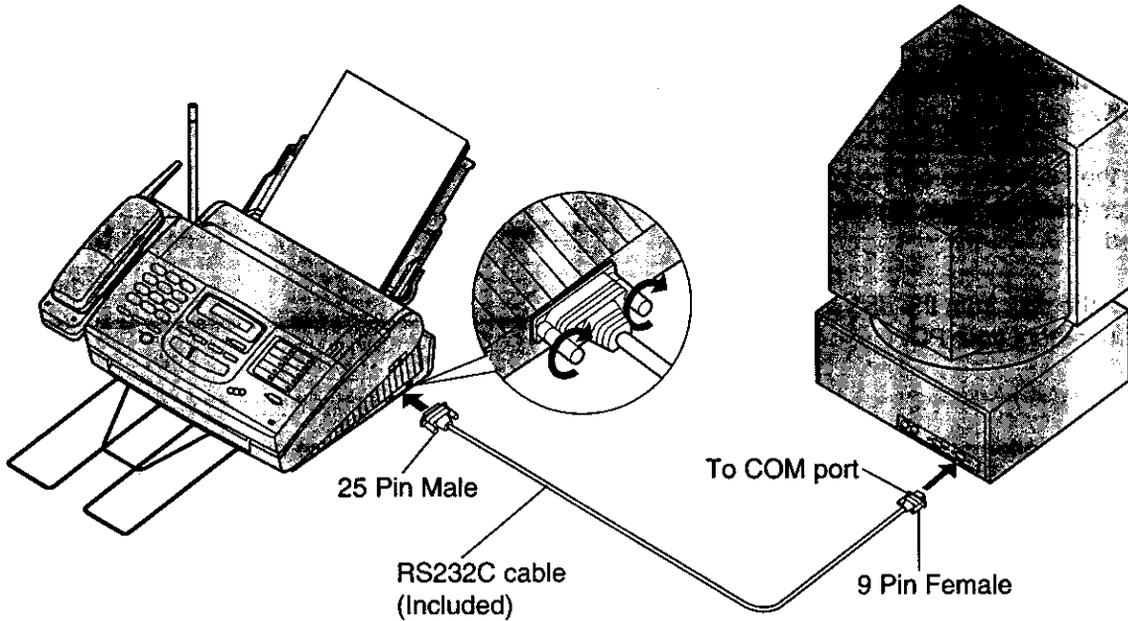
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Connecting to a computer

To run the Multi-Function Center software, you need the following software and hardware.
- IBM PC 386, or higher, or compatible meeting all AT bus specifications (DX 33Mhz minimum recommended)
- Microsoft Windows 3.1, 3.11 or Windows 95
- Hard Disk drive with at least fourteen (14) MB of available storage
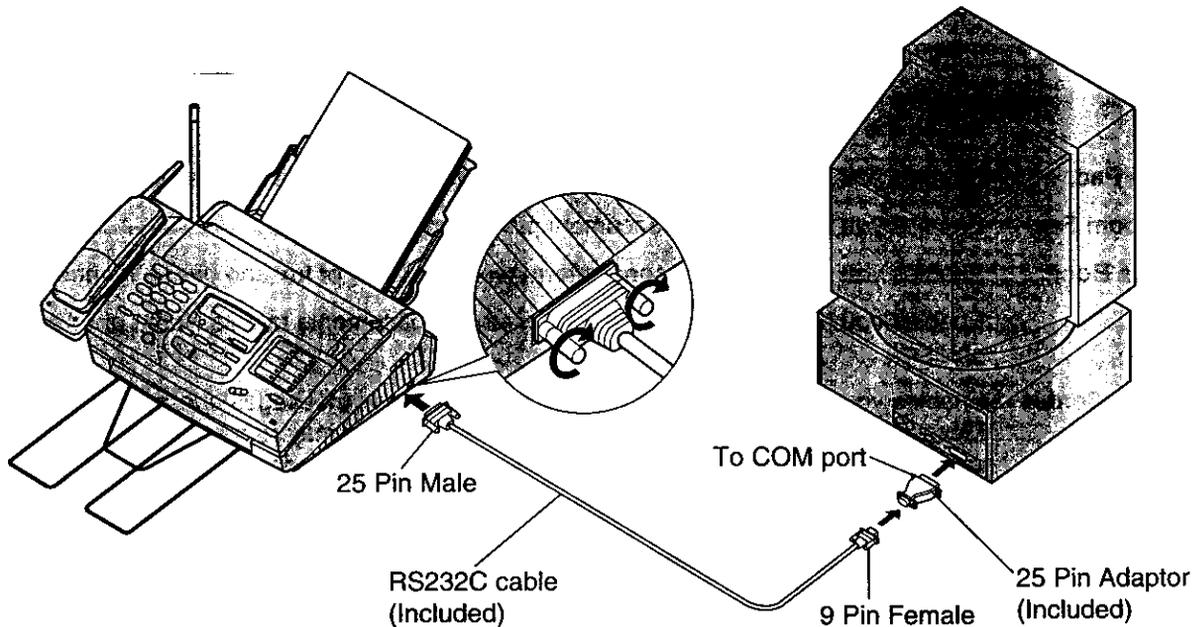- RS232C Serial Port

Note:
- The unit cannot print on envelopes.

■ If your PC has a 9 pin com port:

25 Pin Male

RS232C cable
(Included)

To COM port

9 Pin Female

■ If your PC has a 25 pin com port:

25 Pin Male

RS232C cable
(Included)

To COM port

9 Pin Female

25 Pin Adaptor
(Included)

Multi-Function
Center/PC

Installing the Multi-Function Center software ====

1 Start Windows 3.1/3.11/95 and close all applications.

2 Insert **disk #1** into disk drive A (or B).

3 **Windows 95 users:**
Click **Start** and select **Run...** .

Windows 3.1 or 3.11 users:
From the Program Manager, click **File** and select **Run...** .

4 At the command line, type "a(or b):\setup" and click **OK**.

5 Follow the instructions on the screen until all diskettes (**disk #2, disk #3**) have been installed.

6 Remove the disk from the disk drive and click **Finish** to reboot your PC.

For Windows 95
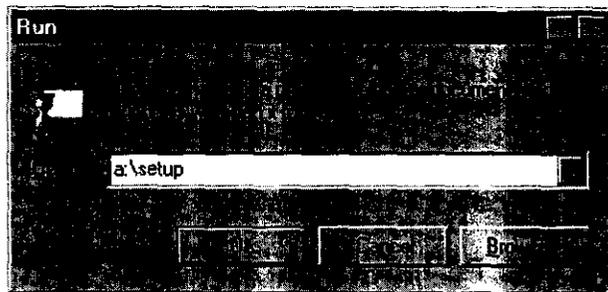
For Windows 3.1
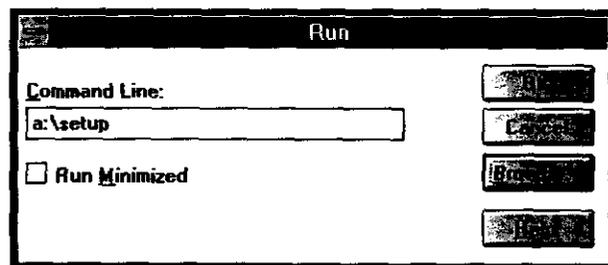
Note:
● If other communication software which uses the serial port has been installed, the communication setting may be changed and the communication software may not function properly when the Multi-Function Center software is installed.

Included applications ————————————

The Multi-Function Center contains the following applications and files.

■ **Viewer**	Enables you to scan a new image or open an existing image, to print, fax or edit that image.
■ **Copier**	Enables you to make a copy after scanning a document on the facsimile unit and setting the reduction, etc., from your PC.
■ **Launch Pad**	Enables you to launch any Windows application with a single mouse click.
■ **Send From Fax**	Enables you to fax a paper document placed on the facsimile.
■ **Address Book**	Enables you to list your personal information database of fax and phone numbers.
■ **Finder**	Enables you to access your faxes and scanned documents by File Name and Key phrases.
■ **Message Center**	Enables you to manage all incoming and outgoing fax messages and print jobs. The Message Center application contains five windows that may remain open or be minimized to one icon within the Message Center main window.
■ **Register**	Used to register your unit with Panasonic by fax, mail, phone or E-mail.
■ **ReadMe**	Please read this file before using the Multi-Function Center software.
■ **Upgrade Now!**	Information for a Multi-Function Center upgrade.

Main functions

The Multi-Function Center is an application that allows you to use your facsimile unit as a printer, scanner and copier with Windows.

Printer functions
●Printing documents from Windows 3.1, 3.11 or Windows 95 (See pages 83 and 84.)
●Printing received documents (See page 89.)

Fax functions
●Personal information database for fax and phone numbers (See page 82.)
●Sending documents (See pages 85 and 86.)
●Receiving faxes on your PC (See page 87.)
●Viewing faxes on your screen (See page 88.)
●Faxing a document from the facsimile unit using the PC (See page 90.)

Scanner functions
●Using your fax machine as a scanner (See page 91.)

Personal information database for fax and phone numbers

The Address Book is your personal information database for fax and phone numbers.

To make the Address Book:

1 **Windows 95 Users:**
Select the **Start** button. Point to **Programs**, point to **Multi-Function Center**, then click **Address Book**.

Windows 3.1/3.11 Users:
Double click **Address Book** in the Multi-Function Center program group.

●An Address Book will be displayed. <Fig. 1>

2 Click the **File** menu and select **New**.
●A New dialog box will be displayed. <Fig. 2>

3 Enter the File Name. Enter the Address Book name. Click the **OK** button.
●The Address Book is made.

To make an entry in the Address Book:

1 Click the **Open** button.
●The open dialog box will be displayed. <Fig. 3>

2 Select the desired Address Book and click the **OK** button.

3 Enter or edit the Name, Company, Fax No., Phone No. and Notes.

4 Click the **Add** button. <Fig. 4>
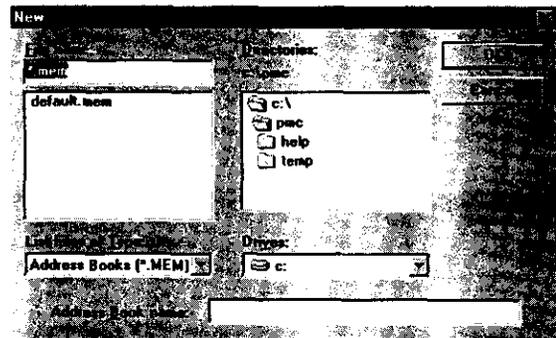●The entry will be added to the Address Book.

Broadcast

When sending the same document to more than one location, you can use the list function in the Address Book. You may select as many locations as you want from the Address Book.
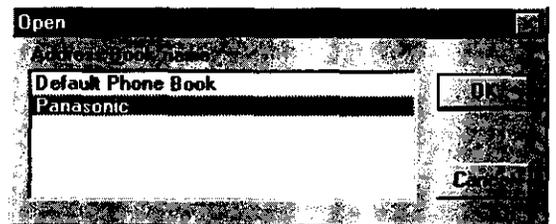
Note:
●If you are using Windows 3.1/3.11, the dialog box images will slightly differ from the ones shown here.

<Fig. 1>
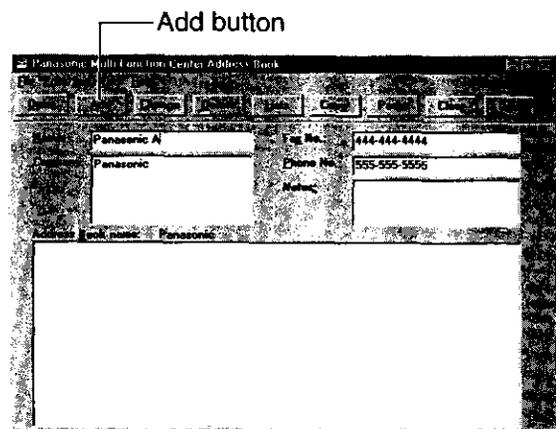

<Fig. 2>

<Fig. 3>

Add button

<Fig. 4>
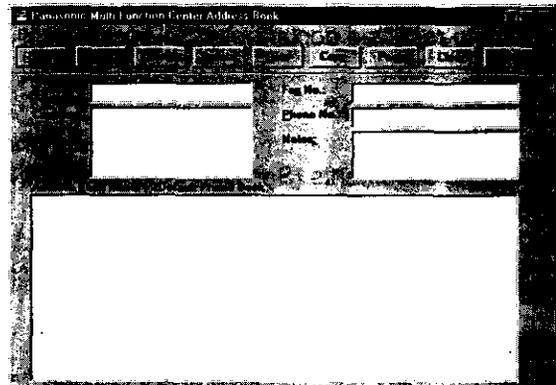
Using as a printer

You can print documents created from a Windows application.
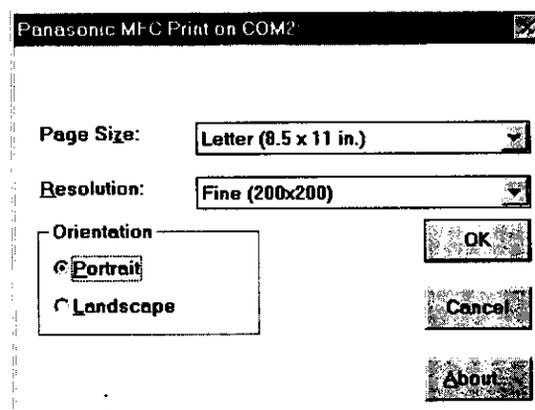Select **Panasonic MFC Print** as your printer.

Printing documents from Windows 95

For example, to print from Microsoft Word, proceed as follows.

1 Open the document you wish to print.

2 Select **Print** from the **File** menu.
   - The Print dialog box will appear.

3 Select **Panasonic MFC Print** from the Name field in the Printer group. <Fig. 1>

4 Set the Page range and enter the number of collated copies.

5 Select the **Properties** button.
   - The Panasonic MFC Print dialog box will appear. <Fig. 2>

6 Set the **Page Size**, **Resolution** and **Orientation**. Then click the **OK** button.

**7** Click the **OK** button in the Print dialog box.
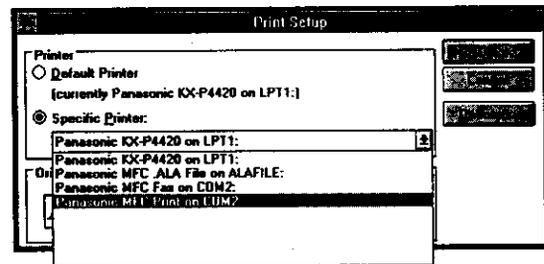
<Fig. 1>

<Fig. 2>
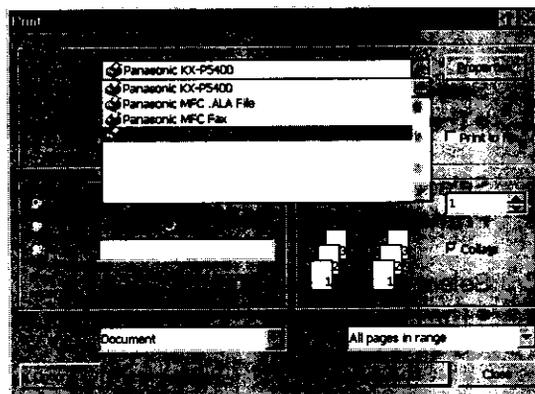
Using as a printer (cont.)

Printing documents from Windows 3.1/3.11

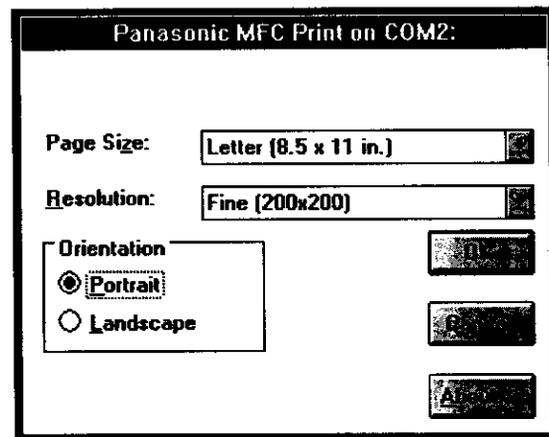For example, to print from Microsoft Word, proceed as follows.

1 Open the document you wish to print.

2 Select **Print** from the **File** menu.
  ●The Print dialog box will appear. <Fig. 1>

3 Select the **Setup** button.
  ●The Print Setup dialog box will appear.

4 Select **Panasonic MFC Print** from the **Specific Printer** field. <Fig. 2>

5 Select the **Options** button.
  .●The Panasonic MFC Print dialog box will appear. <Fig. 3>

6 Set the **Page Size, Resolution** and **Orientation.** Then click the **OK** button.

7 Click the **OK** button in the Print Setup dialog box.

8 Click the **OK** button in the Print dialog box.

<Fig. 1>

<Fig. 2>

<Fig. 3>
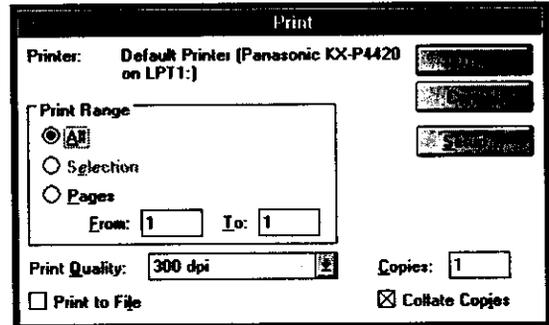
Sending documents

You can access the fax function from a Windows application by using the **Print** command in the **File** menu. Select **Panasonic MFC Fax** as your printer.
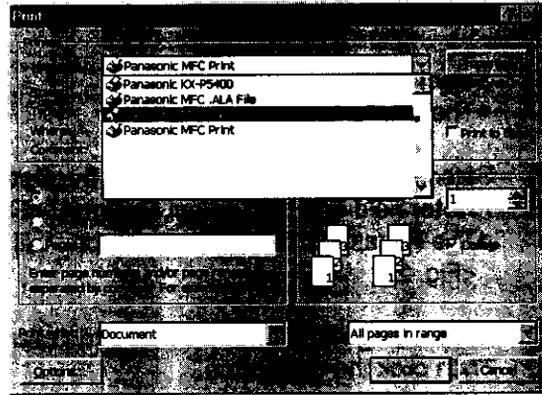
Sending documents from Windows 95

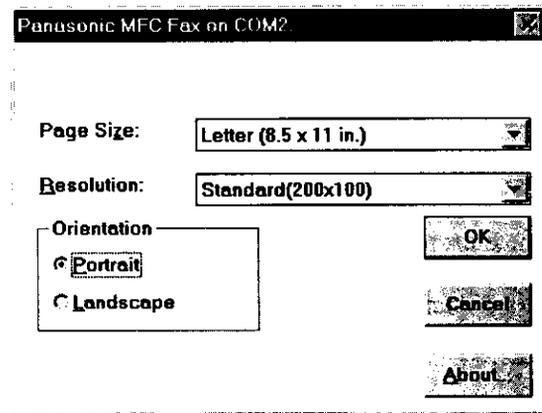To send a document created from Microsoft Word, proceed as follows.

1 Open the document you wish to send.

2 Select **Print** from the **File** menu.
  ●The Print dialog box will appear.

3 Select **Panasonic MFC Fax** from the Name field in the Printer group and select **Properties**. <Fig. 1>
  ●The Panasonic MFC Fax dialog box will appear. <Fig. 2>

4 Set the **Page Size, Resolution** and **Orientation**. Then click the **OK** button.

5 Click the **OK** button in the Print dialog box.
  ●The Fax Send dialog box will appear. <Fig. 3>

6 Enter the name and fax number from the keyboard or select the desired entry in the address book currently displayed in the Address Book name box.

7 Select the **Start** button in the Fax Send dialog box.

Note:
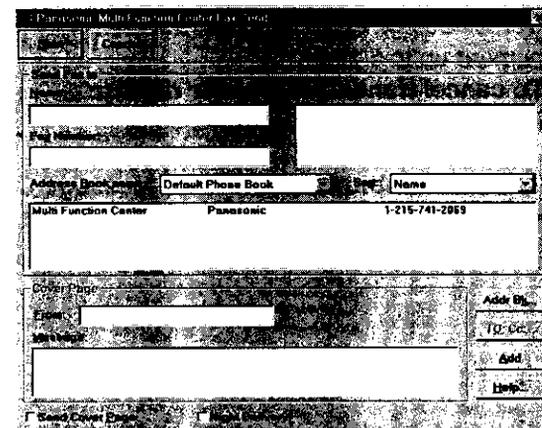●If the line is busy or there is no answer, the Message Center Outbox application will automatically redial the number up to 5 times.
●**To cancel transmission after dialing:**
  Press (STOP) on the facsimile unit.
  OR
  Select the **Outbox** window in the **Message Center** window. Then select the **CANCEL** button on the toolbar.

<Fig. 1>

<Fig. 2>

<Fig. 3>

Multi-Function Center/PC

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Sending documents (cont.)

Sending documents from Windows 3.1/3.11

For example, to send documents created from Microsoft Word, proceed as follows.

1 Open the document you wish to send.

2 Select **Print** from the **File** menu.

3 Select the **Setup** button.
  ●The Setup dialog box will appear.

4 Select **Panasonic MFC Fax** from the **Specific Printer** field and then select **Options**. <Fig. 1>
  ●The Panasonic MFC Fax dialog box will appear. <Fig. 2>

5 Set the **Page Size, Resolution** and **Orientation**. Then click the **OK** button.

6 Click the **OK** button in the Print Setup dialog box.

7 Click the **OK** button in the Print dialog box.
  ●The Fax Send dialog box will appear. <Fig. 3>

8 Enter the name and fax number from the keyboard or select the desired entry in the address book currently displayed in the Address Book name box.

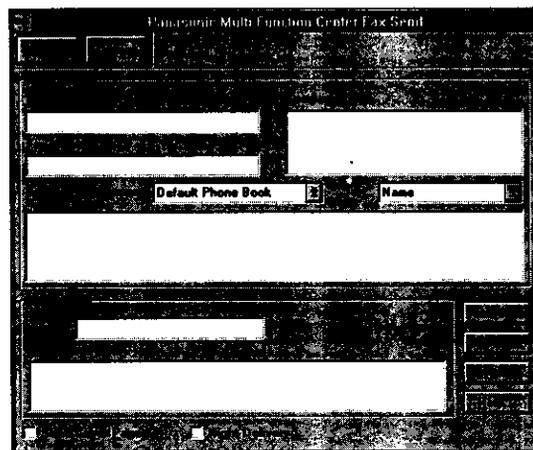**9** Select the **Start** button in the Fax Send dialog box.

Note:
●If the line is busy or there is no answer, the Message Center Outbox application will automatically redial the number up to 5 times.
●**To cancel transmission after dialing:**
  Press (STOP) on the facsimile unit.
  OR
  Select the **Outbox** window in the **Message Center** window, and then select the **CANCEL** button on the toolbar.

<Fig. 1>

<Fig. 2>

<Fig. 3>
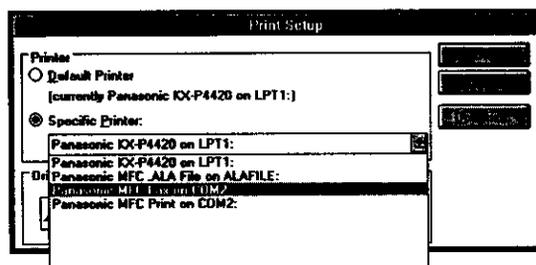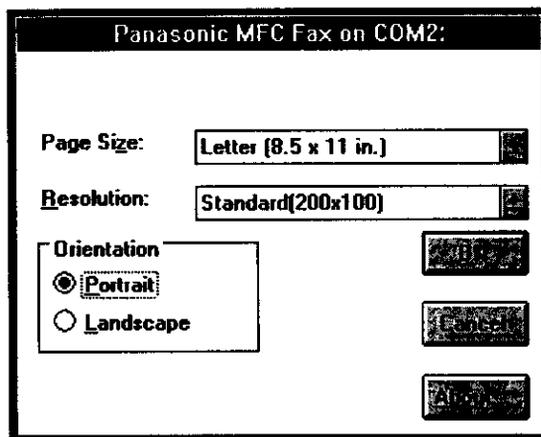
Receiving faxes on your PC

Setting up receiving faxes on your PC

1 If you wish to receive faxes on your PC automatically, turn on the AUTO RECEIVE mode on the facsimile unit by pressing (AUTO RECEIVE) or use the MANUAL RECEIVE mode set to TEL/FAX.

2 Start Windows.

3 Open or minimize the **Message Center** application.
To open the Message Center, follow these steps.

Windows 95 users:
Select the **Start** button. Point to **Programs**, then **Multi-Function Center**, and then click **Message Center**.

Windows 3.1/3.11 users:
Double click the **Message Center** icon in the Multi-Function Center program group.

Windows 95

Windows 3.1/3.11

Viewing the list of faxes received

All faxes received by your PC are listed in the **Inbox window** in the **Message Center** application.
Inbox allows you to view, print or save faxes, and append your faxes to other saved fax documents.
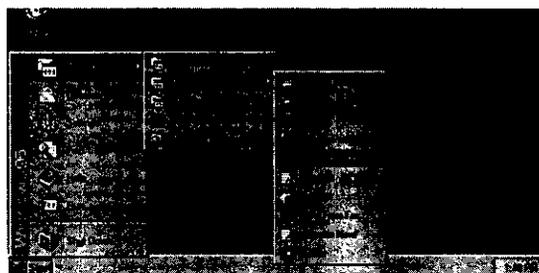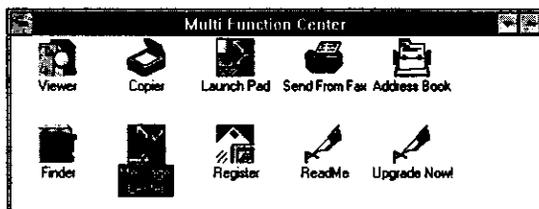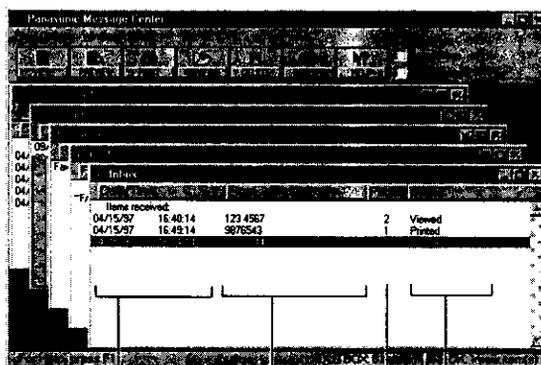
1 **Windows 95 users:**
Select the **Start** button. Point to **Programs**, then **Multi-Function Center**, and then click **Message Center**.

Windows 3.1/3.11 users:
Double click the Message Center icon on the Windows screen.

2 Select the **Inbox** window from the Message Center window.
● The Inbox window displays the current status of all facsimiles distributed to you in the Inbox queue.

Fax ID (if transmitted)

Status messages

Date and Time

Number of pages received

Status messages:
Complete—The facsimile was received successfully but not yet printed, saved or viewed.
Incomplete—An incomplete facsimile was received and not yet printed, saved or viewed.
Recovered—The system failed before the facsimile was completely received and entered in the Inbox.
　　　　　Information in the Log may be incomplete. The facsimile may be incomplete.
Viewed—The facsimile has been viewed but not printed or saved.
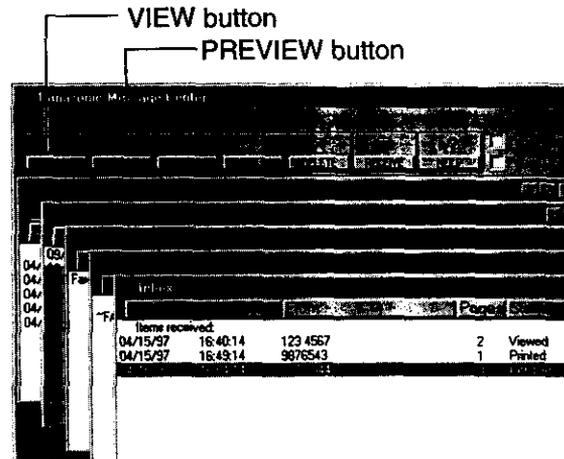Printed—The facsimile was printed but not saved.
Saved—The facsimile has been saved.

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Viewing faxes on your screen

To view a fax in your Inbox

1 Select the fax you wish to view from the **Inbox** window. <Fig. 1>

2 Select **View** from the **File** menu of the Message Center Inbox window or click the **VIEW** button on the toolbar. <Fig. 2>
● The Viewer application window will display the selected fax.

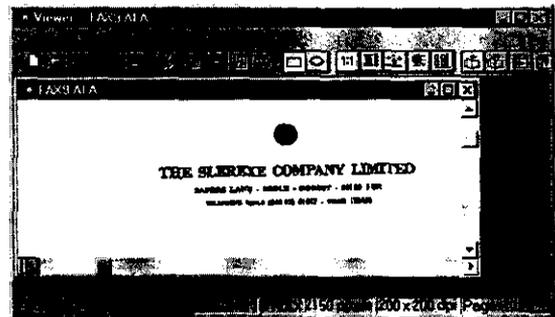## To preview the first page of the received fax

1 Select the fax you wish to view from the **Inbox** window. <Fig. 1>

2 Select **Preview** from the **File** menu of the Message Center Inbox window or click the **PREVIEW** button on the toolbar.
● The Preview window will display the first page of the selected fax. <Fig. 3>
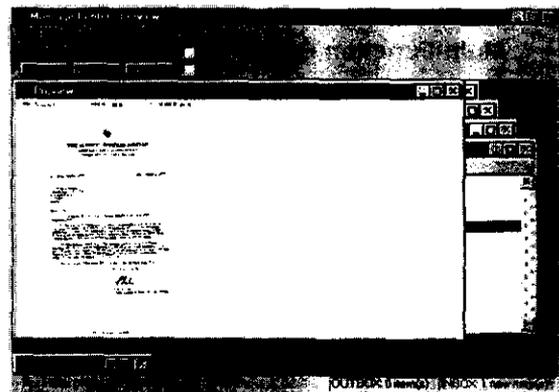
VIEW button
PREVIEW button


<Fig. 1>

<Fig. 2>

<Fig. 3>

Note:
● If you are using Windows 3.1/3.11, the dialog box images will slightly differ from the ones shown here.

Printing received documents

1 Select the document you wish to print from the **Inbox window**.

2 Select **Print** from the **File** menu or the **PRINT** button from the toolbar. <Fig. 1>
• The Print dialog box will appear. <Fig. 2>

3 If you want to change your selected printer or print setup, select **Setup**.
• The Print Setup dialog box will appear. <Fig. 3>

4 If you want to use the facsimile unit as a printer, select **Panasonic MFC Print** from the Printer list.

5 Choose the printer you wish to use by selecting the **OK** button.

6 Enter the number of copies you want to print in the **Copies** field, then select the **OK** button.
• The Inbox Print dialog box will appear. <Fig. 4>

7 Select the range of faxes you want to print from the **Inbox Print** group.

 A. Select **Print Selected** to print the facsimiles you selected.
 B. Select **Print Unprinted** to print all the unprinted facsimiles.
 C. Select **Print All** to print all the facsimiles.

8 If you want to delete the selected faxes after they have been printed, select the **Delete After Printing** check box.

9 If you want the selected fax scaled to fit within the size of the paper you selected in the Print Setup dialog box, select **Scale To Fit**.
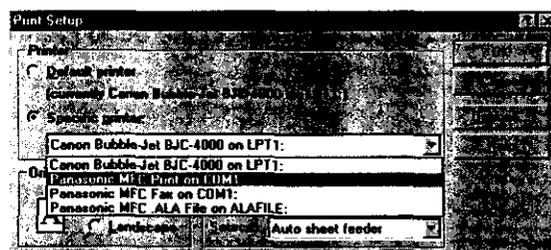
10 Select the **Print** button.

Note:
• If you are using Windows 3.1/3.11, the dialog box images will slightly differ from the ones shown here.

PRINT button

<Fig. 1>

<Fig. 2>

<Fig. 3>

<Fig. 4>
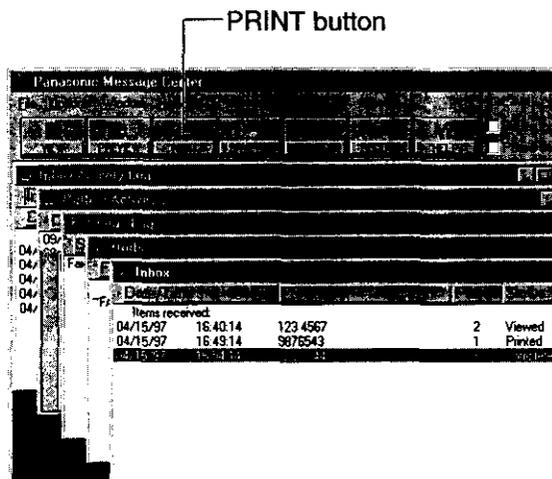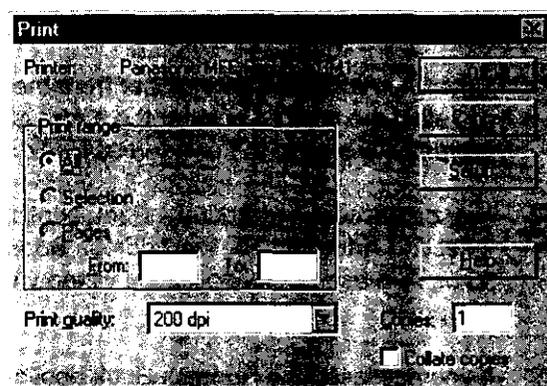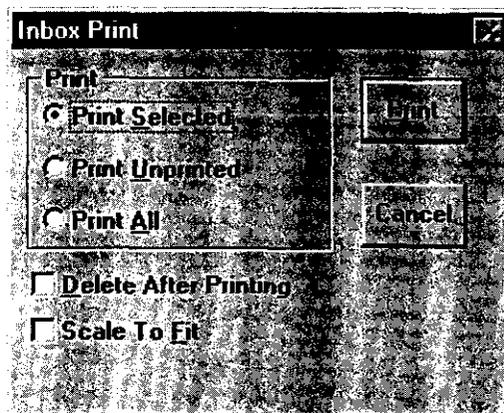
Faxing a document from the facsimile unit using the PC

1 Place the document(s) on your machine. <Fig. 1>

2 **Windows 95 Users:**
Select the **Start** button. Point to **Programs**, point to **Multi-Function Center**, then click **Send From Fax**.

Windows 3.1/3.11 Users:
Double click **Send From Fax** in the Multi-Function Center program group.

●The Send From Fax application window will appear. <Fig. 2>

3 Enter the name and fax number from the keyboard or select the desired entry in the address book currently displayed in the Address Book name box.

4 You can access the Address Book application by selecting **Addr Bk...** or the Address Book menu.
●The Address Book application window will appear.

5 If you accessed the Address Book application, select **Exit** from the File menu.

6 Select the **Start** button in the Send From Fax application window.
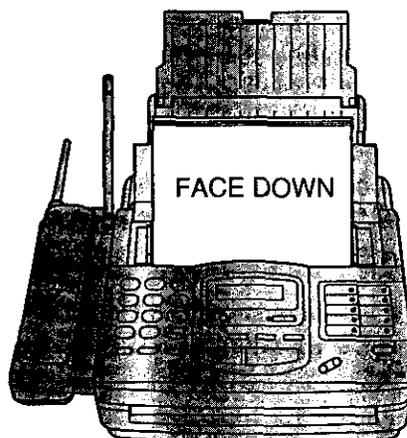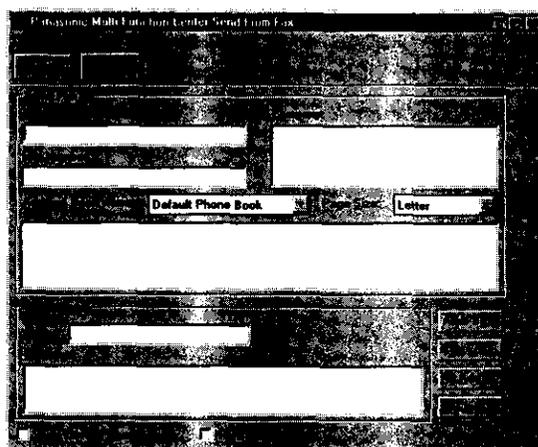
FACE DOWN

<Fig. 1>

<Fig. 2>

Note:
●If you are using Windows 3.1/3.11, the dialog box images will slightly differ from the ones shown here.

# Using your fax machine as a scanner

Your facsimile unit can be used as a scanner enabling you to incorporate image files into other Windows applications. The scanned file can be saved as a Panasonic .ALA (image) file (see note below), a .TIF, .PCX, .DCX, or .BMP file.

1 Place the document(s) on your machine. <Fig. 1>

2 **Windows 95 Users:**
Select the **Start** button. Point to **Programs**, point to **Multi-Function Center**, and then click **Viewer**.
●The Viewer application window will appear.

Windows 3.1/3.11 Users:
Double click **Viewer** in the **Multi-Function Center**.
●The Viewer application window will appear.

3 Select **Scan** from the **File** menu. <Fig. 2>
●The TWAIN Scanner dialog box will appear. <Fig 3>

4 Set the **intensity** and **optimize for** the type of document you are scanning.

5 Select **Scan**.
●The scanned document is displayed in the Viewer application window.

6 Select **Save As...** from the **File** menu.
●The Save As dialog box will appear. <Fig. 4>

7 Enter the file name in the **File name** text box, and then select the drive and directory where you want to store the document.

8 Select the **OK** button.
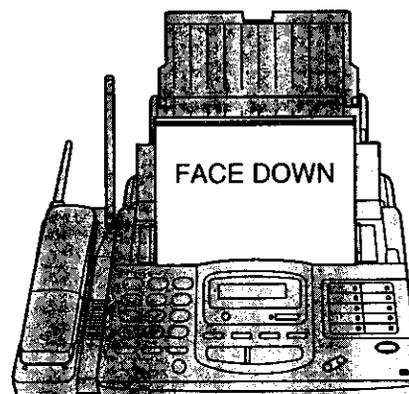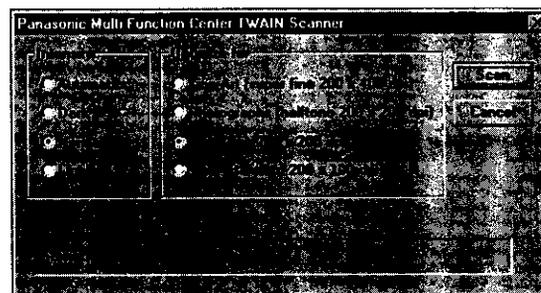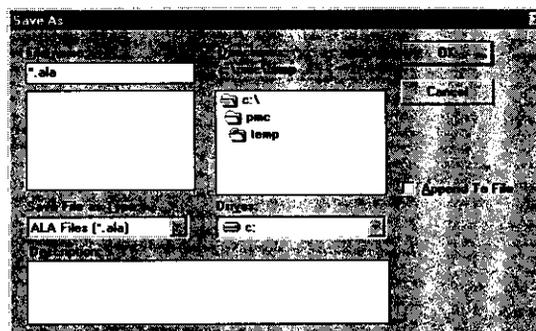
Note:
●Text editing cannot be performed with this unit without OCR upgrade software. See Upgrade Now!
●If you are using Windows 3.1/3.11, the dialog box images will slightly differ from the ones shown here.
●A Panasonic .ALA (image) file is a file only for Panasonic Multi-Function Center software. If you save an image file as .ALA file with description, you can search for the file with Finder application even if you cannot remember the name of the document or the directory in which it is filed.

FACE DOWN

<Fig. 1>

<Fig. 2>

<Fig. 3>

<Fig. 4>

Multi-Function Center/PC

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PC link
(turning PC related functions on/off)

If you do not want to be disturbed by incoming faxes when using the PC, but want to receive faxes directly to your facsimile machine, do one of the following.
—Pause your Inbox on the PC.
—Turn off the PC LINK on the facsimile unit.

To pause your Inbox

From the Inbox window select **Pause Inbox** from the **File** menu or select the **Pause Inbox** check box on the Toolbar.

Pause Inbox check box
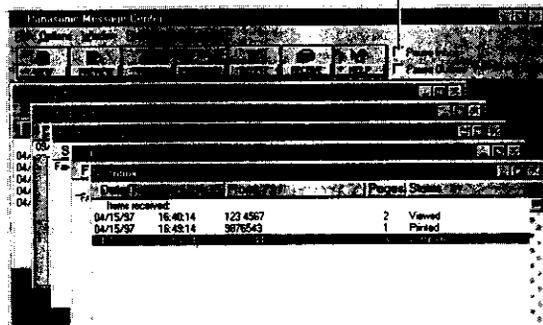
To turn off the PC LINK on the facsimile unit

●When this feature is off, any operation from your PC like fax transmission/reception, scanning, printing or copying is not available.

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [1] [4].

| PC LINK |

3 Press (START/COPY/SET).

| MODE=ON   [▼▲] |

4 Press ⊙ or ⊚ to select "OFF".

●To turn on the PC LINK on the facsimile unit, select "ON".

5 Press (START/COPY/SET).

| SETUP ITEM [   ] |

6 Press (MENU).

Dial keypad   (MENU)

(START/COPY/SET)

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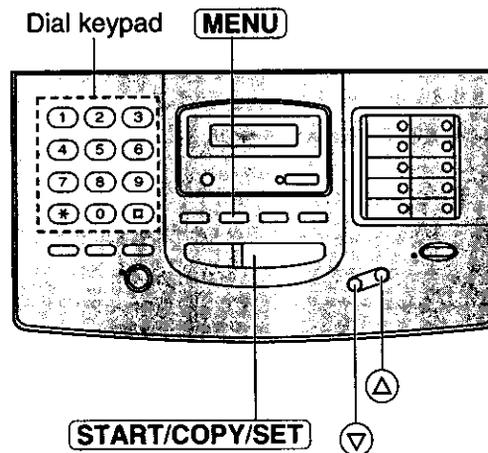
List of Multi-Function applications and help instructions

To obtain information about the Multi-Function Center applications, use the help function.
For help, follow these steps.

For Windows 95 Users:

1. Click the **Start** button.
2. Click **Programs**.
3. Click **Multi-Function Center**.
4. Click the application you need help with.
5. Click **Help** menu.
6. Click **Index** or **Contents** and choose the subject you need help with.

For Windows 3.1/3.11 Users:

1. In Program manager, double click **Multi-Function Center**.
2. Double click the application you need help with.
3. Click **Help** menu.
4. Click **Index** or **Contents** and choose the subject you need help with.

Functions of the Multi-Function Center applications

Applications	Functions
Viewer	*Editing images* ●Clearing portions of an image ●Copying to the Windows Clipboard ●Cropping images ●Cutting images ●Cutting or copying an entire image ●Inverting the color of an image ●Pasting from the Windows Clipboard ●Stretching and shrinking images ●Symmetrically changing the size of an image *Viewing Images* ●Adding an application button to the Action Bar ●Arranging how windows and icons are displayed ●Displaying thumbnails ●Hiding or displaying the Toolbar, Status Bar or Action Bar ●Magnification, reductions or orientations ●Next or previous page ●Rotating the image ●Viewing different pages of a multiple page file ●Zooming—Sizing the image to the size of the window ●Zooming in a specified area of the image
Copier	●Making a Copy ●Making multiple copies ●Reducing/enlarging your copy ●Setting up your Copier ●Choosing a printer
Address Book	●Changing address books ●Copying Information into the clipboard ●Dialing a voice number ●Pasting information into your address book ●Printing an address book entry or the entire book ●Saving the address book as a file ●Sending a cover page fax ●Using editing key combinations to Cut, Paste, Copy and Undo editing

Applications	Functions
Message Center	●Cover page—Creating and Set up ●Setting Up Your Personal Information—PC Fax Logo, Telephone Number, and Night Delivery Time ●Time/Date stamp on received faxes ●Resending a fax ●Automatically printing incoming faxes ●Loading the Message Center automatically *Received Faxes* ●Inbox Activity Log ●Automatically deleting your faxes after printing ●Deleting faxes ●Stopping receiving faxes to the PC ●Manually receiving faxes ●Monitoring the fax line status ●Pausing and Resuming Inbox so that you can run other communications programs ●Previewing a received fax listed in the Inbox window ●Printing faxes ●Saving faxes ●Seeing the list of received faxes ●Stamping received facsimiles with the time/date received ●Viewing faxes *Sending Faxes* ●Viewing the list of outgoing faxes ●Resending undelivered facsimiles ●Changing the destination fax number or delivery schedule ●Unsuccessful dialing attempts *Canceling Faxes* ●Pausing and Resuming sending facsimiles ●Deleting facsimiles ●Monitoring the Fax line status ●Viewing the Outbox queue ●Outbox Activity Log
Send From Fax	●Adding a current addressee to an Address Book ●Changing Address Books ●Choosing a Resolution ●Phone Number (addressing your fax) ●Sending a fax to multiple recipients (Specify To: Cc: Faxes) ●Sending a fax while you are doing other work on your PC ●Sending a fax with a cover page ●Sending a fax without a cover page ●Setting up your scanner ●Sorting the Address Book ●Specifying a distribution list as your fax destination
Finder	●Deleting files ●Printing, viewing and faxing files ●Searching for files
Launch Pad	●Adding an application to your Launch Pad icon bar ●Automatically activating the Launch Pad ●Making your Launch Pad icon bar always visible on your desktop ●Removing an application from the Launch Pad

Error messages on printed reports

When a problem has occurred, one of the following messages will be printed on the transmission and journal reports.

PRINTED MESSAGE	CODE	MEANING
COMMUNICATION ERROR	41–72 FF	●A transmission or reception error occurred. Try again or check with the other party.
DOCUMENT JAMMED	—	●A document is jammed. Remove the jammed document (p. 109).
ERROR-NOT YOUR UNIT	—	●A transmission or reception error occurred because of a problem with the other party's machine. Check with the other party.
JUNKMAIL PROH. REJECT	—	●The junk mail prohibitor of your unit rejected receiving the fax.
MEMORY FULL	—	●The document was not received due to memory being full.
NO DOCUMENT	—	●The document was not fed into the unit properly. Try again.
OTHER FAX NOT RESPOND	—	●The receiving unit was busy or ran out of recording paper. Try again. ●The START/COPY/SET button was pressed when the document was not set properly. Set the document properly and press the START/COPY/SET button after confirming the fax tone. ●The other party's machine is not a facsimile. Check with the other party.
PRESSED THE STOP KEY	—	●The STOP button was pressed and fax communication was canceled.
THE COVER WAS OPENED	—	●The front cover was opened during fax transmission.
OK	—	●Fax communication was successful.

Help

Error messages on the LCD display

If the unit detects a problem, one or more of the following messages will appear on the display.

DISPLAY MESSAGE	CAUSE & REMEDY
CALL SERVICE	• There is something wrong with the unit. Contact our service personnel (p. 122).
CHECK COVER	• The front cover is open. Close it.
CHECK DOCUMENT	• The document is not fed into the unit properly. Reinsert the document. If misfeeding occurs frequently, clean the document feeder rollers inside the unit (p. 114). If the problem remains, adjust the feeder pressure (p. 109).
CHECK FILM	• The film cartridge is not inserted properly. Reinsert it correctly (p. 110, 111).
CHECK LEVER	• The recording paper set lever is released. Push the lever back to reset (p. 20).
CHECK MEMORY	• Memory (phone numbers, parameters, etc.) has been erased. Re-program.
CHECK PAPER	• The recording paper is not installed or the unit ran out of paper. Install paper (p. 20). • The recording paper is not fed into the unit properly or has jammed near the recording paper entrance. Clear the jammed paper (see "When paper has jammed near the recording paper entrance" on page 108). Do not install folded or heavily curled paper in the paper tray.
FAX IN MEMORY	• The unit has (a) document(s) in memory. See the other message's instructions to print out the document(s).
FILM EMPTY	• The film is empty. Replace the film or film cartridge with a new one (p. 110, 111). • The film is slack. Tighten it (see step 8 on page 111) and install again.
FILM NEAR EMPTY	• The remaining film can print approx. 15 pages of letter size documents. Prepare a new film or film cartridge (p. 7).
MEMORY FULL	• The memory is full of received documents due to a lack of recording paper or a recording paper jam, etc. Install paper or clear the jammed paper. • When performing memory or multistation transmission, the document being stored exceeds the memory capacity of the unit. Transmit the entire document by using manual or automatic transmission.
NO RESPONSE	• The receiving unit is busy or ran out of recording paper. Try again.
PAPER JAMMED	• A recording paper is jammed under the film cartridge. Clear the jammed paper (p. 107).
PC FAIL OR BUSY	• The fax function cannot be operated by the PC. The RS232C cable is not connected correctly, or the software is not running on the PC.

For Assistance, Call 1-800-435-7329

DISPLAY MESSAGE	CAUSE & REMEDY
PLEASE WAIT	●The unit is checking if the film is set correctly. Wait for a while. ●The unit is detecting whether the other party's machine is a fax or is sending a calling tone. Wait for a while.
POLLING ERROR	●The other fax machine does not have a polling feature. Check with the other party.
REDIAL TIME OUT	●The receiving unit is busy or ran out of recording paper. Try again.
REMOVE DOCUMENT	●The document is jammed. Remove the jammed document (p. 109). ●Attempted to transmit a document longer than 600 mm (23⅝"). Press the STOP button and remove the document (p. 109). Divide the document into two or more sheets and try again.
REMOVE PRINTOUT	●There is too much paper on the paper stacker. Remove the printed paper. If the display message still remains after removing the paper, a paper jam may have occurred. Remove the jammed paper (see "When paper has jammed near the recording paper exit" on page 108).
STARTER FILM END	●The starter film is empty. Replace the film or film cartridge with a new one (p. 110, 111).
TRANSMIT ERROR	●A transmission error occurred. Try again.
UNIT OVERHEATED	●The unit is too hot. Let the unit cool down.

Help

When a function does not work, check here before requesting help

General

PROBLEM	CAUSE & REMEDY
I cannot make and receive calls.	●The power cord or telephone line cord is not connected. Check the connections (see page 21).
I cannot make calls.	●The dialing mode setting is wrong. Check the setting and change to TONE or PULSE (see page 42).
The main unit does not work.	●Disconnect the unit from the telephone line and connect the line to a known working telephone. If the working telephone operates properly, call your service center to have the unit repaired. If the working telephone does not operate properly, contact your telephone company.
The handset does not work.	●Check the settings (see pages 27 and 28). ●Charge the battery fully (see pages 27 and 28). ●Clean the charge contacts and charge again (see page 115).
The main unit does not ring.	●The ringer volume is set to OFF. Adjust to a suitable level (see page 29).
The handset does not ring.	●The ringer volume is set to OFF. Press (LOUD/RINGER) when the TALK/BATT LOW indicator light is off.
The REDIAL/PAUSE button does not function properly.	●If this button is pressed during dialing, a pause will be inserted. If pressed immediately after a dial tone is obtained, the last number dialed will be redialed.
The receive mode does not function as explained on pages 56 and 57.	●A distinctive ringing pattern is set (see page 66).
During programming, I cannot enter the fax activation code or the remote TAM activation ID.	●Whole or part of the number is the same as another code or ID. Change the number (see pages 62 and 68).
An alarm tone sounds when you press (TALK) or (INTERCOM).	●You are too far from the main unit. Move closer and try again. ●Place the handset on the main unit and try again. ●The power cord is disconnected. Plug in the power cord.
An alarm tone sounds continuously while using the handset.	●Move closer to the main unit quickly, or the call will be terminated within 60 seconds. ●The power cord is disconnected. Plug in the power cord.
Static, sound cuts in/out, fades. Interference from other electrical units.	●Locate the handset and the main unit away from electrical appliances. ●Move closer to the main unit. ●Raise the main unit antenna. ●Press (CH) to change the channel.
The unit stops working during operation.	●Place the handset on the main unit and disconnect the power cord to reset the unit. Connect the power cord, then try again.

For Assistance, Call 1-800-435-7329

General (cont.)

PROBLEM	CAUSE & REMEDY
You cannot store a telephone number in memory.	●You cannot store a number while the unit is in the talk, speakerphone or intercom mode. ●Do not pause for over 30 seconds while storing.
While storing a telephone number, the unit starts to ring.	●To answer a call, press (TALK) or (SP-PHONE). The program will be canceled. Store the number again.
(LOCATOR/INTERCOM) does not function.	●The handset is too far from the main unit or is engaged in an outside call.
The TALK/BATT LOW indicator flashes slowly or the unit beeps intermittently.	●Charge the battery fully or replace with a fully charged optional spare battery (see pages 27, 28 and 113).
You charged the battery fully, but the TALK/BATT LOW indicator flashes slowly.	●Clean the charge contacts and charge again. ●It is time to replace the battery. Please purchase a new battery (see pages 7 and 112).
The CHARGE indicator and/or the SPARE CHARGE indicator light never goes out while charging.	●This is normal.

Fax transmission

PROBLEM	CAUSE & REMEDY
I cannot send documents.	●The telephone line cord from the single telephone line is connected to the EXT jack on the unit. Connect to the LINE jack.
The other party complains that letters on their received document are distorted.	●If your line has special telephone services such as call waiting, the service may have been activated during fax transmission. Connect the unit to a line that does not have these services. ●An extension telephone on the same line is off the hook. Hang up and try again.
The other party complains that dirty patterns or black lines appear on their received documents.	●The glass or rollers are dirty. Please clean them (see page 114).
I cannot make an international fax call.	●Use the overseas transmission mode (see page 53). ●Add two pauses at the end of the telephone number (see page 41).

Help

When a function does not work, check here before requesting help (cont.)

Fax reception

PROBLEM	CAUSE & REMEDY
I cannot receive documents.	●The telephone line cord from the single telephone line is connected to the EXT jack on the unit. Connect to the LINE jack.
I cannot receive documents automatically.	●The receive mode is set to the TEL mode. Set to the TEL/FAX, FAX ONLY or EXT.TAM mode. ●The time to answer the call may be too long. Decrease the number of rings (see pages 59 and 65).
The recording image is faint.	●The sender transmitted a faint document. Ask them to transmit a clearer copy of the document. ●The thermal head is dirty. Please clean it (see page 114).
The printing quality is poor.	●Some paper has instructions recommending which side to print on. Try turning over paper. We recommend smooth paper such as Hammermill® jet PRINT for clearer printing.
A blank sheet is ejected after the received documents are printed out.	●The receiving reduction rate is not programmed correctly. Program the proper reduction rate (see page 72).

Copying

PROBLEM	CAUSE & REMEDY
A dirty pattern or a black line appears on the copied documents.	●The glass or rollers are dirty. Please clean them (see page 114).
The copied image is distorted.	●The thermal head is dirty. Please clean it (see page 114).
The document is not copied properly.	●The film is not inserted correctly. Insert it correctly (see pages 110 and 111).
The copied document is blank.	●The film is not inserted correctly. Insert it correctly (see pages 110 and 111).
The printing quality is poor.	●Some paper has instructions recommending which side to print on. Try turning over paper. We recommend smooth paper such as Hammermill® jet PRINT for clearer printing.
A paper jam occurs during copying.	●The film is not inserted correctly. Insert it correctly (see pages 110 and 111).

For Assistance, Call 1-800-435-7329

In the EXT.TAM mode

PROBLEM	CAUSE & REMEDY
I cannot receive documents automatically.	• Your greeting message on the answering machine is too long. Shorten the message (up to 10 seconds). • There are too many rings on the answering machine. Set to 1 or 2 rings. • The silent detection feature is deactivated. Activate this feature (see page 73).
I cannot receive voice messages.	• Check that the answering machine is turned on and connected to the facsimile unit properly (see page 60). • Set the number of rings on the answering machine to 1 or 2.
I cannot retrieve voice messages recorded on the answering machine from a remote location.	• The remote access code on your answering machine is the same as your fax activation code. Set a different number for each code. • You did not program your remote TAM activation ID in your facsimile unit correctly. Program the same code that is programmed on the answering machine (see page 62).
The greeting message on your answering machine is interrupted halfway and the caller cannot leave a voice message.	• The greeting message has a silent pause longer than 4 seconds. Re-record the greeting message.
I pressed the remote access code to access the answering machine remotely, but the line was disconnected.	• The code may include "#" which is used for certain features provided by a telephone company. Change the code on the answering machine to another number which does not include "#", then program the same code into the facsimile unit (see page 62).
Callers complain that their message is interrupted and they cannot leave a voice message.	• Advise the caller not to pause for over 4 seconds while recording their voice message.
Callers complain that they cannot send a document.	• Your answering machine ran out of recording tape. Rewind the tape to record messages. • You set the answering machine to give only a greeting message.
While I answer a call with the answering machine, the facsimile unit switched to the fax mode and I cannot talk with the other party.	• You paused for over 4 seconds during the conversation. To resume the conversation, press (STOP) on the facsimile unit.

Help

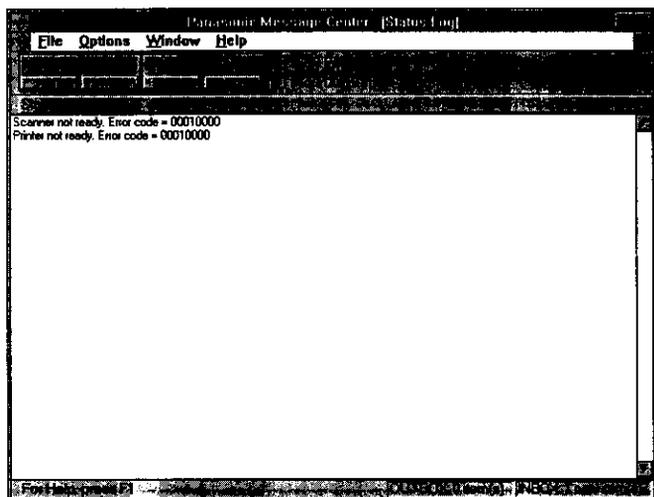# When a function does not work, check here before requesting help (cont.)

Multi-Function Center

PROBLEM	CAUSE & REMEDY
I cannot install the Multi-Function Center software.	●Before installing the Multi-Function Center software, make sure of the following. —The facsimile unit is connected to the serial port (COM 1 or 2) of your PC (see page 79). —The facsimile unit is turned on. —There is at least 14 MB of available storage on the hard disk drive of your PC. —Windows 3.1, 3.11 or Windows 95 is running. —All other Windows applications are closed. —The PC link feature (#14) on the facsimile unit is set to ON (see page 92). ●There is a problem in your gender changer, converter, divider or switch box. Check their operating instructions. ●The cmos setup on the com port you are using is set to OFF. Set to ON (contact your computer manufacturer or dealer). ●The com port is competing with the mouse or network card, or uses the same IRQ as MFC-Print. Change the IRQ setting (refer to your Windows user manual). ●Your PC has a built-in modem and the device manager may have assigned the modem to the wrong com port. Change the com port from built-in modem to MFC (refer to your PC user manual). ●The Multi-Function Center software was installed incorrectly. Install the MFC software by following the operating instructions or label on the floppy disk. ●The disks or disk driver are not normal. Check them using the scan disk command (refer to your Windows user manual). Or try another disk to confirm that there is no problem with the disk drive. ●You installed the Multi-Function Center software in a compressed drive. Use other drive or reduce the compression of the compressed drive.
The Multi-Function Center does not work.	●The device driver switched because another application software was installed using the same com port as the Multi-Function Center after installing the Multi-Function Center driver. Reinstall by setting the com port for the Multi-Function Center to an unused com port. If you have to use the same com port as the other application software, change the connection of the driver as follows. 1. Open the Message Center. 2. Select Properties from the File menu. 3. Select the desired port from the PC Connection group. 4. Select the Test button. ●The PC link feature (#14) on the facsimile unit is set to OFF. Set to ON (see page 92).
The facsimile unit cannot print documents from your PC.	●"Panasonic MFC Print" was not selected as your printer. Select it. ●The print manager of Windows 3.1 was not used. Test using Notepad in Windows 3.1 or Wordpad in Windows 95.

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Multi-Function Center (cont.)

PROBLEM	CAUSE & REMEDY
The facsimile unit cannot print the documents received on your PC.	• Another device is in use. Check the outbox, then wait until the other device is finished or cancel it. • The com port was set improperly. Check the properties and set the com port with "Test" again. • The com port is competing with the mouse or network card, or uses the same IRQ as MFC-Print. Change the IRQ setting (refer to your Windows user manual). • The performance of your PC is not sufficient. At least, CPU386 (DX 33MHz) and 4M RAM are necessary. • An OS (Macintosh, DOS, Win NT, etc.) which the Multi-Function Center does not support was used. Use Windows 95 or Windows 3.1/3.11. • All com ports are in use. Assign a com port for the Multi-Function Center.
Documents are received by the facsimile unit but I want to receive them on the PC.	• The Inbox was set to pause. Remove the check mark from the Pause Inbox in the Message Center window. • The PC link feature (#14) of the facsimile unit is set to OFF. Set to ON (see page 92). • The Message Center is not running. Open it.
Documents are received on the PC but I want to receive them on the facsimile unit.	• The Inbox was not set to pause. Set the Inbox to pause or close the Message Center. • The Message Center is running. Remove the check mark on the **Load in Message Center with Windows** property.
I want to print a received fax with the pre-selected printer.	• Select **Automatically Print Incoming Faxes** in the Receive dialog box of the Inbox properties.
I want a received fax to be printed by another printer.	• Set the desired printer as default in the Print Settings box, or select the desired printer in the Print dialog box.
Documents cannot be scanned on the PC.	• See the Viewer instructions in the operating instructions or help list. • There is not enough hard disk capacity. Delete unnecessary applications or data. • The MFC scan program was activated when other applications were running and the swap file was full. Check the swap file size and extend the swap file. • The MFC scan program was activated and there is not enough RAM capacity. Close the applications in progress. • Try cold reboot.
Documents cannot be sent by the PC.	• The receiving unit is busy. Check the outbox and error status log. • The MFC is installed incorrectly. Install it again. • There is not enough RAM capacity. Try again after closing other applications. • A different fax software was used instead of the Multi-Function Center.

Help
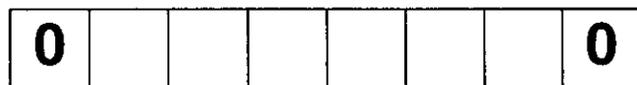
For Assistance, Call 1-800-435-7329

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Error codes on the PC when using the Multi-Function Center

When using the Multi-Function Center software and an error occurs when the printer or scanner function is initiated, an 8 digit error code will be displayed on the status log window.
See the printer 8 digit error code below. See the scanner 8 digit code on page 105.

```
Panasonic Message Center [Status Log]
File  Options  Window  Help

Scanner not ready. Error code = 00010000
Printer not ready. Error code = 00010000

For Help, press F1
```

■ **Error code for "Printer not ready.":**

0							0

Recording paper set lever:
When this digit is "1", the recording paper set lever is released. Push the lever back to reset (p. 20).

Paper jam near the recording paper entrance:
When this digit is "1", the recording paper is not fed into the unit properly or has jammed near the recording paper entrance. To clear, see page 108.

Paper jam under the film cartridge or too much paper on the paper stacker:
When this digit is "1", the recording paper jammed under the film cartridge or there is too much paper on the paper stacker. Clear the jammed paper (p. 107) or remove the printed paper.

Cover open:
When this digit is "1", the top cover is open. Close it.

Film:
When this digit is "1", the film is empty or the film is not inserted in the cartridge correctly. Replace the film or film cartridge with a new one (p. 110) or reinsert the film correctly by referring to step 8 on page 111.

Unit overheat:
When this digit is "1", the unit is overheated. Let the unit cool down.

For Assistance, Call 1-800-435-7329

■ **Error code for "Scanner not ready.":**

0	0	0				0	0

Document feed:
When this digit is "1", the document is not fed into the unit properly. Reinsert the document.

Document jam:
When this digit is "1", the document is jammed. Remove the jammed document (p. 109).

Cover open:
When this digit is "1", the top cover is open. Close it.

For example:

If "1" appears in the 8 digit code, see the corresponding instructions and solve the problem.

e.g. When "Scanner not ready. Error code=00010000" is displayed on the Status Log window:
Cause & remedy—The top cover is open. Close it.

Help

If a power failure occurs—this is what happens ⟵

• The unit will not function.
• Transmission and reception will be interrupted. Check the transactions by printing a journal report.
• If fax documents are stored in memory, they will be lost. When power is restored, a power-down report will be printed out stating which contents in memory have been erased.
• If delayed transmission is programmed and the start time has passed during a power failure, transmission will be attempted soon after power is restored.
• If an external telephone/telephone answering machine is connected to the unit, you can use it during a power failure.

Power-down report

The power-down report will be automatically printed out after power is restored.
This report will not print out when there are no documents stored in memory.

Sample of the power-down report

```
   POWER DOWN REPORT

                                    POWER DOWN AT:Jan. 05 1997 04:30AM

                                    RESTARTED  AT:Jan. 05 1997 04:31AM


      << WARNING >>
      CONTENTS HAVE BEEN CLEARED DUE TO POWER DOWN.
      FOR ADDITIONAL INFORMATION, PLEASE SEE THE JOURNAL REPORT.


   NO.  OTHER FACSIMILE          MODE   PAGES   FUNCTION
   01   0987654321               RX     01      MEMORY RECEIVE
```

For Assistance, Call 1-800-435-7329

Clearing a recording paper jam

If the unit does not eject any recording paper during reception or copying, the recording paper has jammed. Remove the jammed paper by following the display message on this page and page 108.

When paper has jammed under the film cartridge

The display will show the following message.
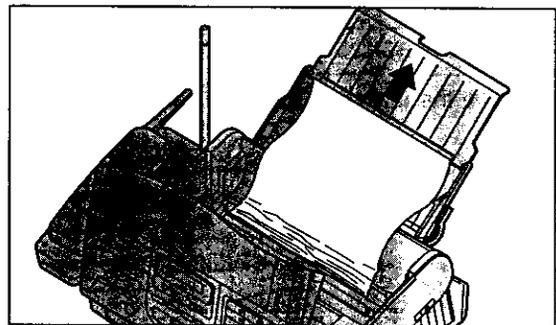
PAPER JAMMED

Remove the jammed paper as follows.

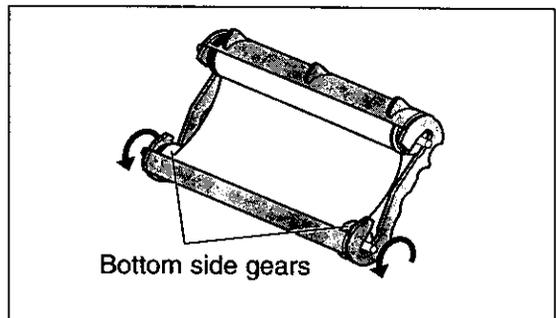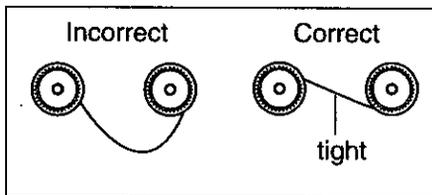**1** Slide the front cover open lever forward to unlock the front cover and lift to open.

Front cover   Front cover open lever

2 Remove the film cartridge.

Film cartridge

3 Remove the jammed recording paper.

4 If the film is slack, tighten it by winding the bottom side gears.

Incorrect	Correct
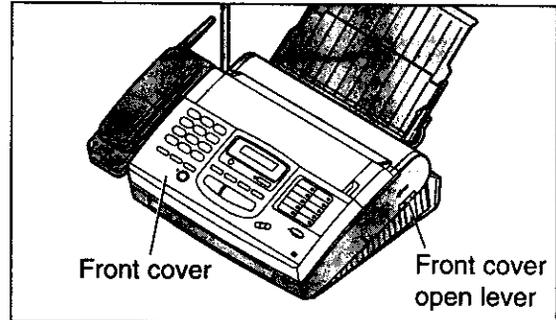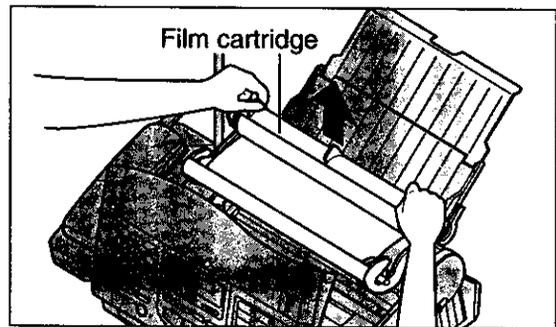
tight

Bottom side gears

(continued)

5 Replace the film cartridge by matching the blue label side of the cartridge with that on the unit.

6 Close the front cover securely by pushing down on both ends.


Film cartridge
Blue labels
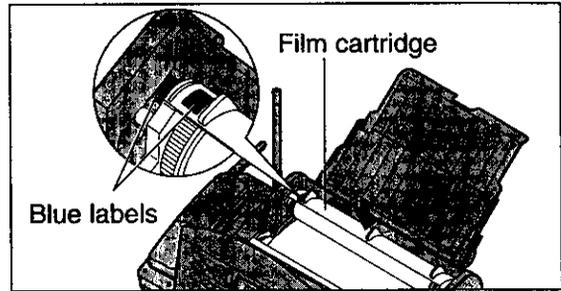
When paper has jammed near the recording paper entrance

The display will show the following message.

| CHECK PAPER |

Remove the jammed paper as follows.

Pull the recording paper set lever forwards, then pull out the jammed recording paper from the recording paper entrance.
Push the set lever back.

Recording paper set lever
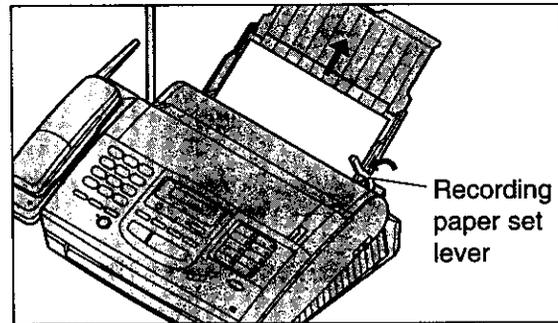
When paper has jammed near the recording paper exit

The display will show the following message.

| REMOVE PRINTOUT |

Remove the jammed paper as follows.

1 Tilt the unit up and push the jammed recording paper out through the triangular window on the bottom of the unit.

Triangular window

2 Remove the jammed recording paper from the recording paper exit.

●If you cannot remove the jammed paper, remove it by following steps 1–4 on page 107.

108
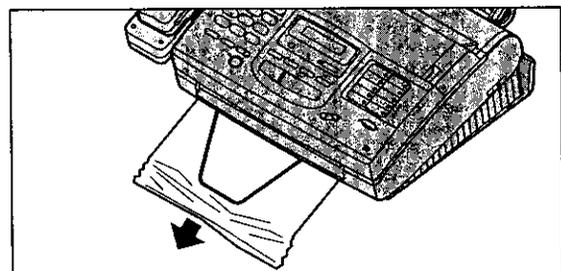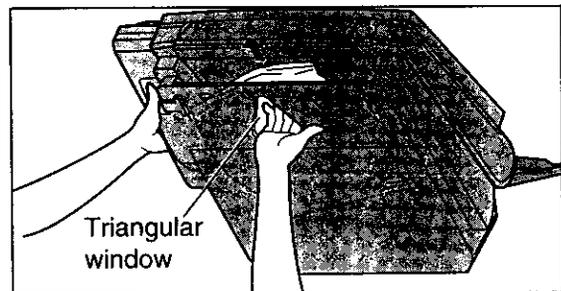
When a document you are sending jams

If the unit does not release the original document during feeding, remove the document as follows.

1 Slide the front cover open lever forward to unlock the front cover and lift to open.

2 Remove the jammed document carefully.

3 Close the front cover securely by pushing down on both ends.

Front cover

Front cover open lever
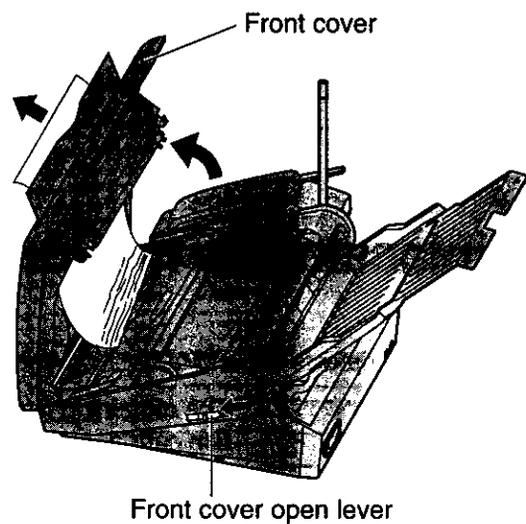
When documents you send do not feed, or multi-feed

When no feeding or multiple feeding occurs frequently, adjust the feeder pressure.

1 Slide the front cover open lever forward to unlock the front cover and lift to open.

2 Shift the position of the lever by using an instrument with a pointed end, like a clip or ball-point pen.

Position A: When documents do not feed.
Position B: Standard position (pre-selected)
Position C: When documents multiple feed.

3 Close the front cover securely by pushing down on both ends.

Lever
Front cover

Front cover open lever
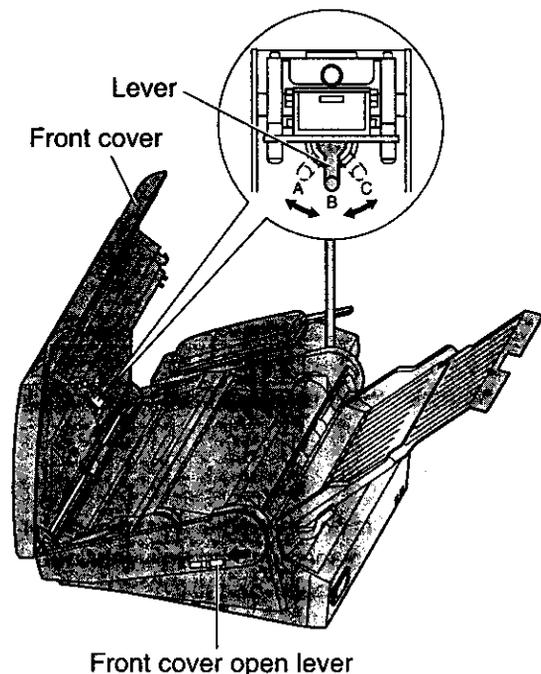
Help

Checking how much film you have left

To check the amount of remaining film, press (**FILM REMAINING**) while the unit is idle. The display indicates the approximate amount of remaining film.

```
FILM E ──■■■█ F
```
↓
```
FILM E ─        F
```
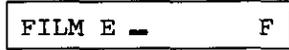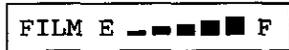
When the film indicator points to this position, the remaining film will print up to 25 pages of letter size documents. Prepare a new film or film cartridge for replacement.

Replacing the film or film cartridge

When the unit detects the end of the film, one of the following messages will be displayed.

```
FILM NEAR EMPTY
```
The remaining film prints approx. 15 letter size documents. Prepare a new film or film cartridge.
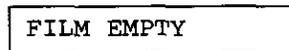
```
FILM EMPTY
```
The film is empty. Install a new film or film cartridge.

To order replacement parts, see page 7.

1 Slide the front cover open lever forward to unlock the front cover and lift to open.

2 Remove the film cartridge.

• If you have purchased a film cartridge (Model no. KX-FA135) for replacement, skip to step 9.
• To replace only the film, go to step 3.

Film cartridge
Front cover open lever

3 Unlock the four gears by (Ⓐ) pulling the top side gears (blue and green gears) forward and (Ⓑ) pushing back the bottom side gears (green gears). Remove the used film.
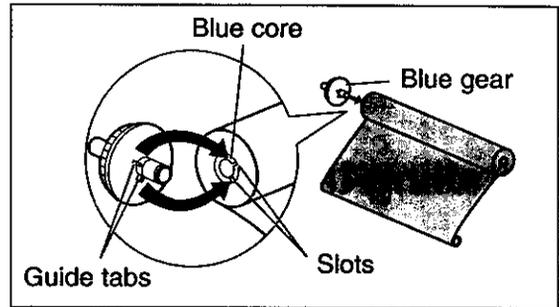

Blue gear   Top side gears
Green gear
Green gear
Bottom side gears   Green gear
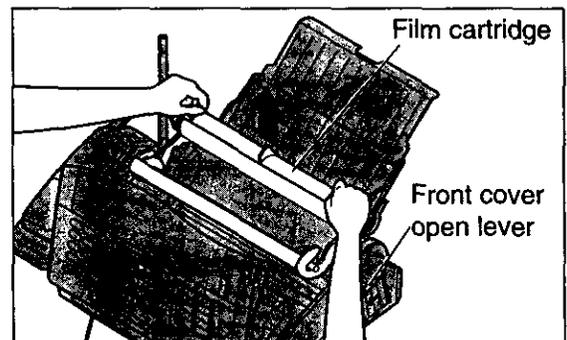
4 Remove the four gears from the used film cores.

Caution:
• The film is not reusable. You can order a new film for replacement through your nearest Panasonic dealer or call 1-800-332-5368.
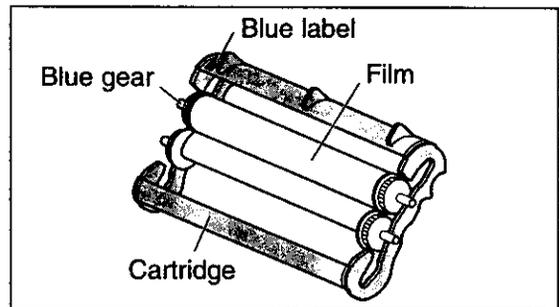

Gears
Film cores
Gears

For Assistance, Call 1-800-435-7329
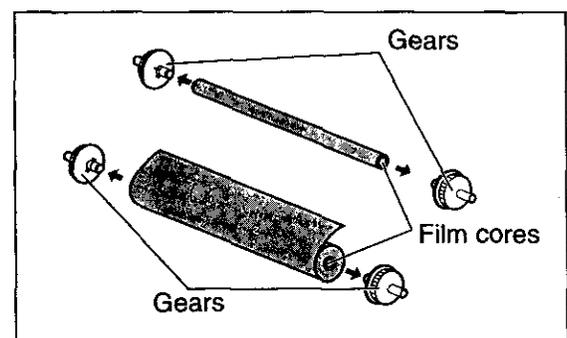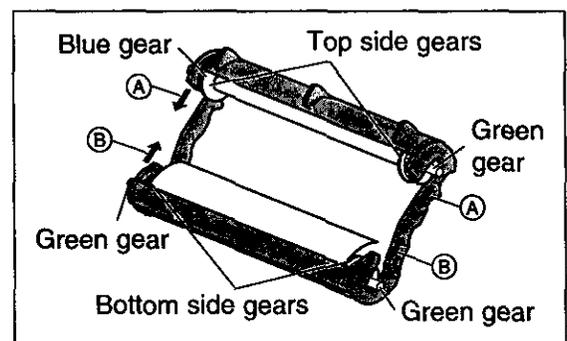
5 Insert the blue gear into the blue core of the new film.

Blue core

Blue gear

Guide tabs

Slots

**6** Insert the three green gears into the remaining cores of the new film.

Guide tabs

Green gears

Slots
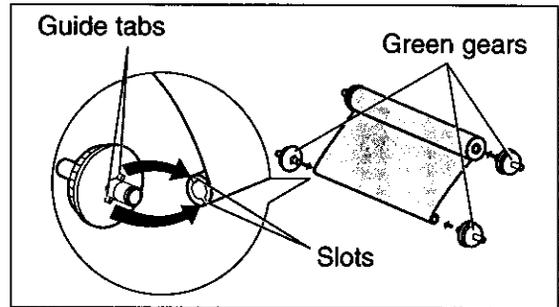
7 Insert the film into the cartridge so that the blue gear matches the blue label on the cartridge.

Blue label

Blue gear

Film

Cartridge

8 Lock the four gears of the film by ((A)) pushing back the top side gears and ((B)) pulling the bottom side gears forward until they lock into place.
 ● If the film is slack, tighten it by winding the bottom side gears.

Incorrect	Correct
	tight

Top side gears   Bottom side gear   Top side gear

Bottom side gears

(B)   (A)
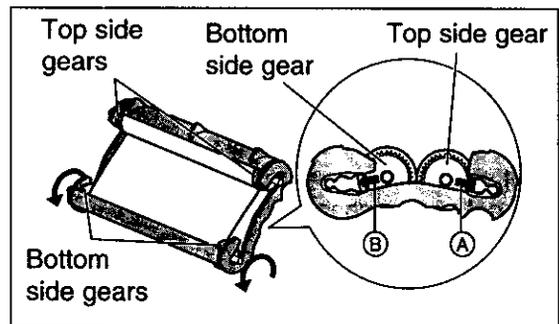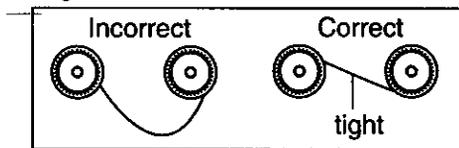
9 Insert the film cartridge by matching the blue label on the cartridge with that on the unit.
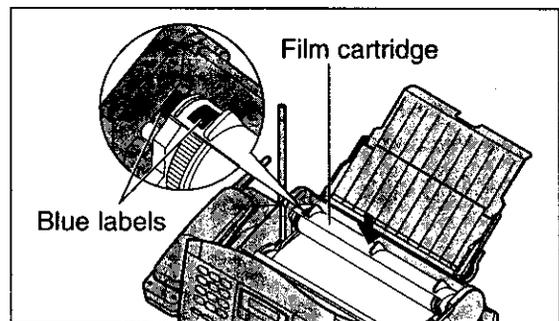
10 Close the front cover securely by pushing down on both ends.
 ● The unit will check if the film is installed correctly. The following message will be displayed.

Display: | PLEASE WAIT |

● If the following message is displayed, the film is not inserted correctly in the cartridge.

| CHECK FILM |

Reinsert it correctly.

Film cartridge

Blue labels

For Assistance, Call 1-800-435-7329

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Optional spare battery

When the handset battery needs charging, replace it with a fully charged optional spare battery. This prevents having to wait for the handset battery to recharge. Please purchase a Panasonic P-P592 (KX-A92) battery and install it in the main unit to charge. To order, call toll free 1-800-332-5368.

Installing the spare battery in the main unit

1 Open the battery cover on the main unit by pushing the tab and lifting the cover.

Battery cover for main unit

Tab
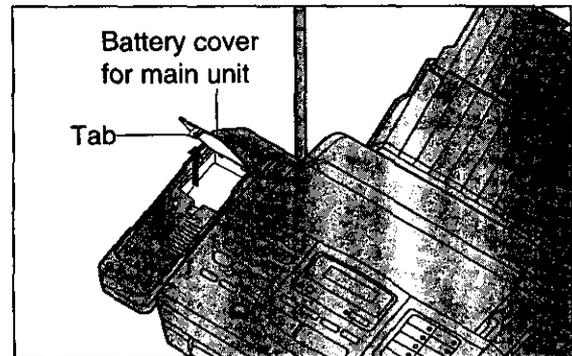
2 Insert the spare battery in the main unit observing the proper polarity, then close the battery cover on the main unit.
● The SPARE CHARGE indicator lights.

Spare battery

SPARE CHARGE indicator
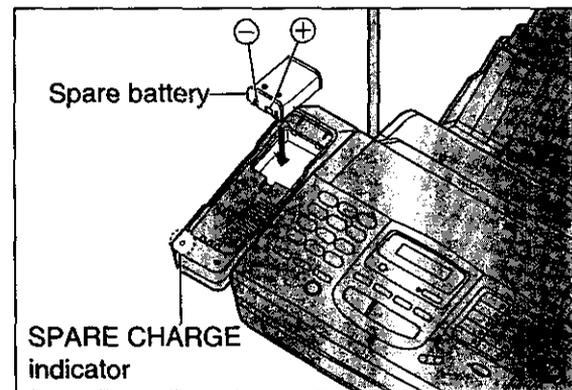
Note:
● The spare battery is always being charged in the main unit while the power cord is connected. The battery cannot be overcharged.

Attention:
The product you have purchased is powered by a nickel cadmium battery which is recyclable. At the end of its useful life, under various state and local laws, it is illegal to dispose of this battery into your municipal waste stream. Please call 1-800-8-BATTERY for information on how to recycle this battery.
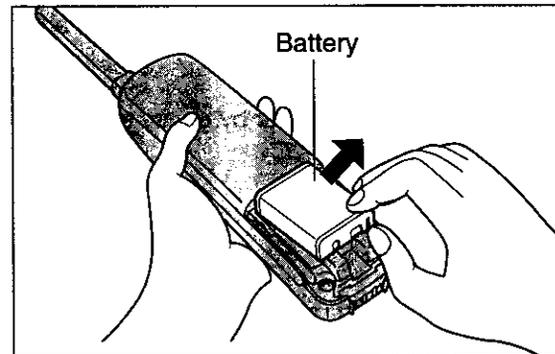
R B R C

Ni-Cd

For Assistance, Call 1-800-435-7329

Replacing the handset battery with the spare battery ____

To prevent memory loss, replace the battery within 5 minutes.

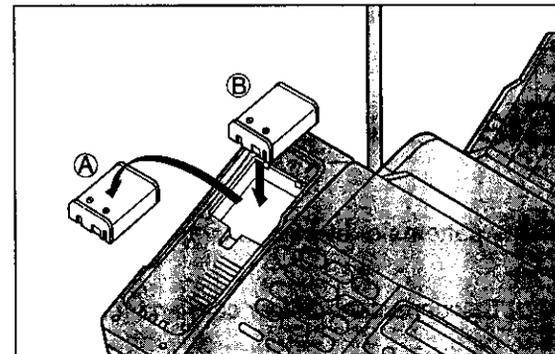**1** Press the marked portion to unlock and slide the battery cover to remove it.

Battery cover for cordless handset
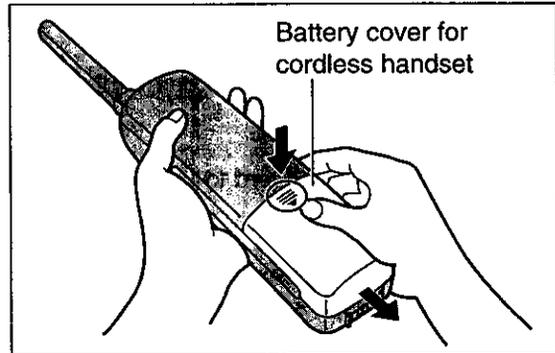
2 Remove the battery.

Battery

3 Ⓐ Remove the spare battery from the main unit.
Ⓑ Insert the handset battery in the main unit observing the proper polarity.

4 Insert the spare battery in the handset observing the proper polarity.
When finished, replace the battery cover on the cordless handset.
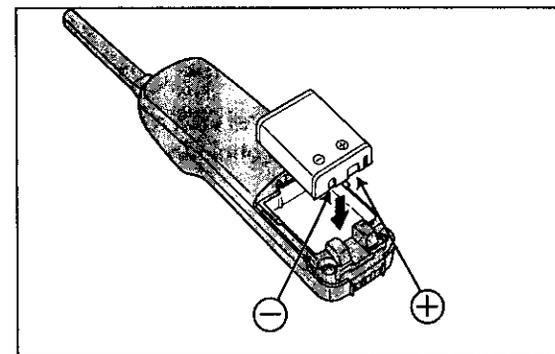
Note:
- If the TALK/BATT LOW indicator flashes slowly even when the handset battery has been fully charged, it is time to replace the battery with a new one. Remember to fully charge the new battery after battery replacement.
- Please use only a Panasonic P-P592 (KX-A92) battery. To order, call toll free 1-800-332-5368.
- Do not touch the bottom of the cradle because it may be hot.

Cleaning the document feeder

If misfeeding occurs frequently or dirty patterns or black bands appear on a copied or transmitted document, clean the document feeder rollers, sub roller, rubber flap, white plate and glass.

1 Disconnect the power cord and the telephone line cord.

2 Slide the lever forward to unlock the front cover and lift to open.

3 Clean the document feeder rollers, sub roller and rubber flap with a cloth moistened with isopropyl rubbing alcohol, and let all parts dry thoroughly.

4 Clean the white plate and glass with a soft dry cloth.

5 Close the front cover by gently pressing down on both ends.

6 Connect the power cord and the telephone line cord.

> **Caution:**
> ● Do not use paper products (such as paper towels or tissues) to clean the inside of the unit.

Rubber flap
Front cover
Sub roller
Document feeder rollers
Glass
White plate
Front cover open lever
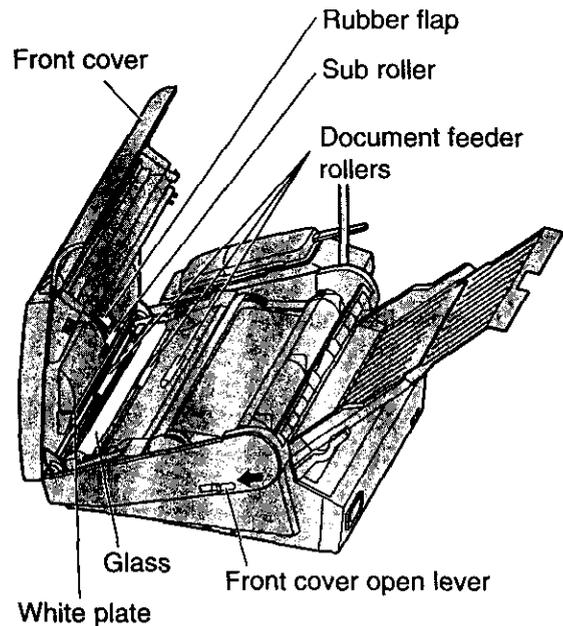
Cleaning the thermal head

If dirty patterns or black bands appear on a copied or received document, clean the thermal head.

1 Disconnect the power cord and the telephone line cord.

2 Slide the lever forward to unlock the front cover and lift to open.

3 Clean the thermal head with a cloth moistened with isopropyl rubbing alcohol, and let dry thoroughly.

4 Close the front cover by gently pressing down on both ends.

5 Connect the power cord and the telephone line cord.

> **Caution:**
> ● To prevent a malfunction due to static electricity, do not use a dry cloth and do not touch the thermal head directly with your fingers.
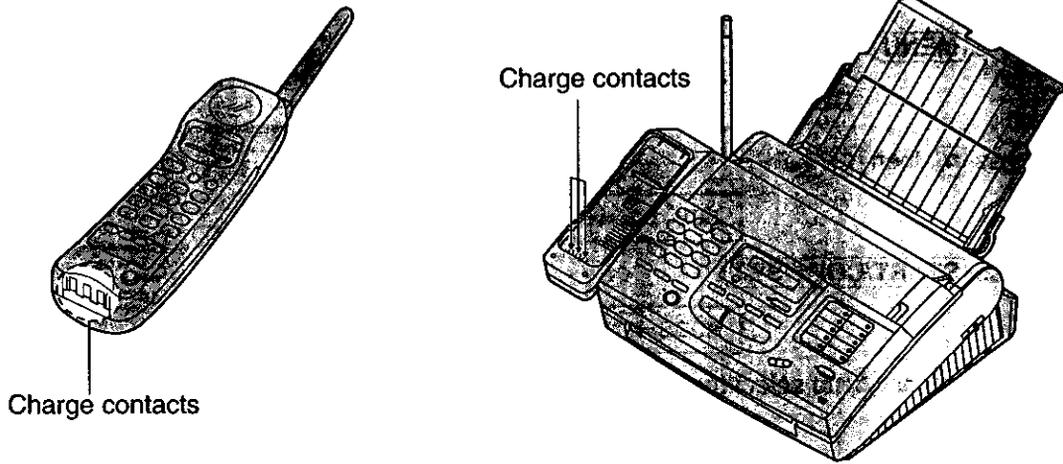
Thermal head
Front cover
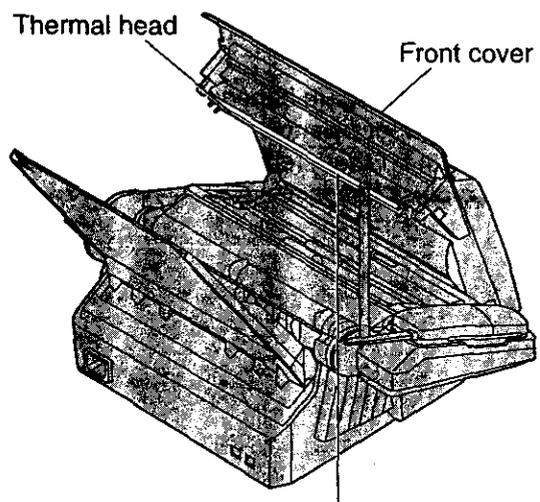
> **Caution:**
> ● Do not push on the black cover.

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Cleaning the charge contacts

Clean the main unit and the handset charge contacts with a dry soft cloth once a month, or the battery may not charge properly.

Charge contacts

Charge contacts

Help

Changing the LCD display contrast

Use this feature to adjust the display contrast.

NORMAL: (Pre-selected setting)
DARKER: Used when the display contrast is too light.

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [3] [9].

| LCD CONTRAST |

3 Press (START/COPY/SET).

| MODE=NORMAL [▼▲] |

4 Press ⟨▽⟩ or ⟨△⟩ to select the desired setting.

5 Press (START/COPY/SET).

| SETUP ITEM [ ] |

6 Press (MENU).

Dial keypad (MENU)

(START/COPY/SET)
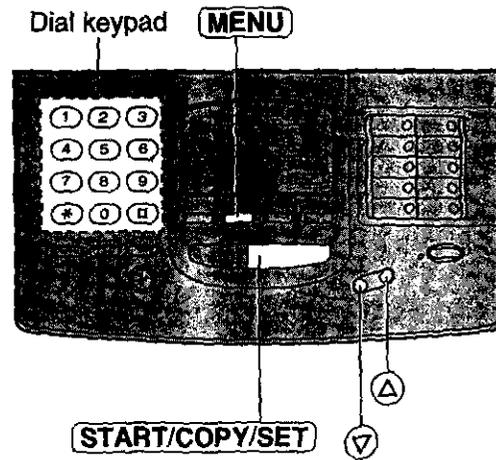
Summary of user programmable features

Basic features

Code	Feature	Preselected setting	Available settings	Page
#01	SET DATE & TIME			23
#02	YOUR LOGO			24
#03	YOUR TELEPHONE NUMBER			25
#04	PRINT TRANSMISSION REPORT	OFF	ERROR, ON, OFF	48
#05	AUTO RECEIVE MODE	FAX ONLY	FAX ONLY, EXT.TAM	61
#07	FAX RING COUNT	2 rings	1–4 rings	59
#08	MANUAL RECEIVE MODE	TEL	TEL, TEL/FAX	64
#09	TEL/FAX DELAYED RING	2 rings	1–4 rings	65
#12	REMOTE TAM ACTIVATION	OFF/ID=11	ON, OFF	62
#13	DIALING MODE	AUTO	AUTO, TONE, PULSE	42
#14	PC LINK	ON	ON, OFF	92
#15	MEMORY TRANSMISSION	OFF	ON, OFF	52

Advanced features

Code	Feature	Preselected setting	Available settings	Page
#22	JOURNAL AUTO PRINT	ON	ON, OFF	49
#23	OVERSEAS MODE	OFF	ON, OFF	53
#25	DELAYED TRANSMISSION	OFF	ON, OFF	51
#26	AUTO CALLER LIST	ON	ON, OFF	34
#30	SILENT FAX RECOGNITION RING	3 rings	3–6 rings	65
#31	RING DETECTION	OFF	OFF, A, B, C, D	67
#33	FILM/PAPER SAVE	OFF	ON, OFF	70
#34	EXTENSION COPY			71
#35	COPY REDUCTION	OFF	92%, 72%, OFF	78
#36	RECEIVE REDUCTION	92%	92%, 86%, 72%, OFF	72
#39	LCD CONTRAST	NORMAL	NORMAL, DARKER	116
#40	SILENT DETECTION	ON	ON, OFF	73
#41	FAX ACTIVATION CODE	ON/CODE=＊9	ON, OFF	68
#44	RECEIVE ALERT	ON	ON, OFF	74
#46	FRIENDLY RECEPTION	ON	ON, OFF	74
#70	FAX PAGER	OFF	ON, OFF	75
#79	FILM DETECTION	ON	ON, OFF	76
#80	SET DEFAULT	NO	YES, NO	118

Resetting the advanced features

Use this feature to return the advanced features (see page 117) to their initial settings.

1 Press (MENU).

Display: | SYSTEM SET UP |

2 Press [#], then [8] [0].

| SET DEFAULT |

3 Press (START/COPY/SET).

| RESET=NO   [▼▲] |

4 Press (∇) or (△) to select "YES".

| RESET=YES   [▼▲] |

5 Press (START/COPY/SET).

| RESET OK? |

●If this feature is not required, press (STOP).

6 Press (START/COPY/SET) again for confirmation.

| RESET COMPLETED |

7 Press (MENU).

Dial keypad (MENU)

(STOP)   (△)
(START/COPY/SET) (∇)
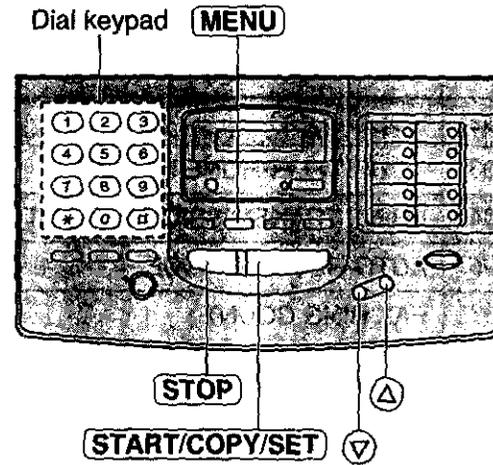
Fax history, autodial list, feature settings, caller ID

You can print out the following reports/lists from your unit.

Feature list—provides you with the current settings of the basic and advanced programming features (see page 117).

Telephone number list—provides you with telephone numbers and their station names which are stored in automatic dialing. Telephone number codes are as shown below.
P: A pause has been entered.
F: A flash has been entered.
[ ]: A secret telephone number has been entered. (The telephone number is not printed.)

Journal report—keeps records of fax transmissions and receptions (see page 49 for a sample of the report). This report will be printed automatically after every 35 fax communications, but also can be printed manually. You can change the setting of the journal auto print feature (see page 49).

Printer test list—allows you to check the print quality of your unit. If the test print has a dirty pattern, or blurred points or lines, clean the thermal head (see page 114).

Transmission report—provides you with a printed record of the fax transmission result (see pages 48).

Caller list—is useful for keeping a record of the last 35 callers after subscribing to Caller ID service (see page 34).

To print reports and lists

1 Press (MENU) four times.

Display: | PRINT LIST |

2 For the feature list, press [#], then [1].

| SETUP LIST |

For the telephone number list, press [#], then [3].

| TEL NO. LIST |

For the journal report, press [#], then [4].

| JOURNAL REPORT |

For the printer test list, press [#], then [5].

| PRINTER TEST |

For the caller list, press [#], then [8].

| CALLER LIST |

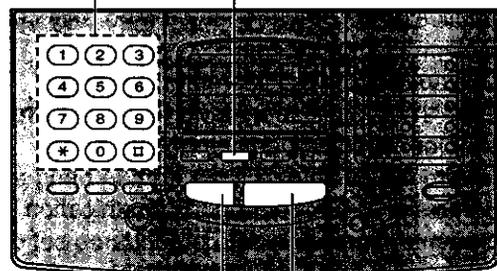**3** Press (START/COPY/SET) to start printing.

| PRINTING |

• To interrupt printing, press (STOP).

4 After printing, press (MENU).

Dial keypad   (MENU)

(STOP)

(START/COPY/SET)

List of FCC requirements and information

If required by the telephone company, inform them of the following.
- FCC Registration No.:
  (found on the bottom of the unit)
- Ringer Equivalence No.:
  (found on the bottom of the unit)
- The particular telephone line to which the equipment is connected.

This unit must not be connected to a coin operated line. If you are on a party line, check with your local telephone company.

Ringer Equivalence Number (REN):
This REN is useful in determining the quantity of devices you may connect to your telephone line and still have all of those devices ring when your telephone number is called. In most but not all areas, the sum of the REN's of all devices connected to one line should not exceed five (5.0). To be certain of the number of devices you may connect to your line, as determined by the REN, you should contact your local telephone company to determine the maximum REN for your calling area.

In the event that terminal equipment causes harm to the telephone network, the telephone company should notify the customer, if possible, that service may be stopped. However, where prior notice is impractical, the company may temporarily cease service providing that they:
a) Promptly notify the customer.
b) Give the customer an opportunity to correct the problem with their equipment.
c) Inform the customer of the right to bring a complaint to the Federal Communication Commission pursuant to procedures set out in FCC Rules and Regulations Subpart E of Part 68.

The Telephone Company may make changes in its communications facilities, equipment operations, or procedures where such action is reasonably required in the operation of its business and is not inconsistent with the rules and regulations in FCC Part 68. If such changes can be reasonably expected to render any customer terminal equipment incompatible with telephone company communications facilities, or require modification or alteration of such terminal equipment, or otherwise materially affect its use or performance, the customer shall be given adequate notice in writing, to allow the customer an opportunity to maintain uninterrupted service.

CAUTION:
Any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate this device.

When programming emergency numbers and/or making test calls to emergency numbers:
1. Remain on the line and briefly explain to the dispatcher the reason for the call before hanging up.
2. Perform such activities in the off-peak hours; such as early morning or late evenings.

This telephone provides magnetic coupling to hearing aids.

NOTE:
This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

—Reorient or relocate the receiving antenna.
—Increase the separation between the equipment and receiver.
—Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
—Consult the dealer or an experienced radio/TV technician for help.

Panasonic Consumer Electronics Company,
Division of Matsushita Electric Corporation of America
One Panasonic Way, Secaucus,
New Jersey 07094

Panasonic Sales Company
Division of Matsushita Electric of
Puerto Rico, Inc.
Ave. 65 de Infantería, Km. 9.5, San Gabriel
Industrial Park, Carolina, Puerto Rico 00985

PANASONIC
Facsimile Products
Limited Warranty

Panasonic Consumer Electronics Company or Panasonic Sales Company (collectively referred to as "the warrantor"), will repair this product with new or refurbished parts, free of charge, in the USA or Puerto Rico for one (1) year from the date of original purchase in the event of a defect in materials or workmanship.

This Limited Warranty Excludes both Labor and Parts for: batteries, antennas, and cosmetic parts (cabinet).

Carry-in or mail-in service in the USA or Puerto Rico can be obtained during the warranty period by contacting a Panasonic Services Company (PASC) Factory Servicenter listed in the Servicenter Directory. Or call, toll free, 1-800-HELP FAX (1-800-435-7329) to locate a PASC Factory Servicenter. Carry-in or mail-in service in Puerto Rico can be obtained during the warranty period by calling the Panasonic Sales Company telephone number listed in the Servicenter Directory.

This warranty is extended only to the original purchaser. A purchase receipt or other proof of date of original purchase will be required before warranty service is rendered.

This warranty only covers failures due to defects in material and workmanship which occur during normal use and (when applicable) does not cover the print and ink cartridge, the toner cartridge and drum unit or the film cartridge. The warranty does not cover damages which occur in shipment, or failures which are caused by products not supplied by the warrantor, or failures which result from accident, misuse, abuse, neglect, mishandling, faulty installation, misapplication, set-up adjustments, improper operation or maintenance, alteration, modification, power line surge, improper voltage supply, lightning damage, signal reception problems, commercial use such as hotel, office, restaurant, or other business or rental use of the product, or service by anyone other than a PASC Factory Servicenter or a PASC authorized Servicenter, or damage that is attributable to acts of God.

LIMITS AND EXCLUSIONS
There are no express warranties except as listed above.
THE WARRANTOR SHALL NOT BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES RESULTING FROM THE USE OF THIS PRODUCT, OR ARISING OUT OF ANY BREACH OF THIS WARRANTY. ALL EXPRESS AND IMPLIED WARRANTIES, INCLUDING THE WARRANTIES OF MERCHANTABILITY, ARE LIMITED TO THE APPLICABLE WARRANTY PERIOD SET FORTH ABOVE.

Some states do not allow the exclusion or limitation of incidental or consequential damages, or limitations on how long an implied warranty lasts, so the above exclusions or limitations may not apply to you.

This warranty gives you specific legal rights and you may also have other rights which vary from state to state. If a problem with this product develops during or after the warranty period, you may contact your dealer or Servicenter. If the problem is not handled to your satisfaction, then write to the Customer Satisfaction Center at the company address indicated above.

General Information

Servicenter Directory

AUTHORIZED SERVICENTERS

CALIFORNIA
6550 Katella Avenue
Cypress, CA 90630
Phone (714) 373-7426
Fax (714) 894-8534

800 Dubuque Avenue
S. San Francisco,
CA 94080
Phone (415) 871-6373
Fax (415) 871-6840

20201 Sherman Way
Suite 102
Canoga Park, CA 91306
Phone (818) 709-1775
Fax (818) 709-2165

3878 Ruffin Road
Suite A
San Diego, CA 92123
Phone (619) 560-9200
Fax (619) 560-1831

COLORADO
1640 South Abilene Suite D
Aurora, CO 80012
Phone (303) 752-2024
Fax (303) 752-0610

FLORIDA
3700 North 29th Avenue
Suite 102
Hollywood, FL 33020
Phone (954) 925-2880
Fax (954) 925-5224

GEORGIA
8655 Roswell Road
Suite 100
Atlanta, GA 30350
Phone (770) 518-6301
Fax (770) 518-6306

HAWAII
99-859 Iwaiwa Street
Aiea, Hawaii 96701
Phone (808) 488-1996
Fax (808) 486-4369

ILLINOIS
*1703 North Randall Road
Elgin, IL 60123
"12:30 to 4:30, Mon-Fri"
Phone (847) 468-5464
Fax (847) 468-5465

9060 Golf Road
Niles, IL 60714
Phone (847) 608-1010
Fax (847) 299-1710

MARYLAND
62 Mountain Road
Glen Burnie, MD 21061
Phone (800) 973-4071
Fax (410) 760-3779

MASSACHUSETTS
60 Glacier Drive, Suite G
Westwood, MA 02090
Phone (617) 329-4280
Fax (617) 329-0586

*pick-up/drop-off only

MICHIGAN
37048 Van Dyke Avenue
Sterling Heights, MI 48312
Phone (810) 939-2060
Fax (810) 939-2638

MINNESOTA
7850-12th Avenue South
Airport Business Center
Bloomington, MN 55425
Phone (612) 854-8624
Fax (612) 854-2089

OHIO
2236 Waycross Road
Cincinnati, OH 45240
Phone (513) 851-4180
Fax (513) 851-8443

PENNSYLVANIA
2221 Cabot Boulevard West
Suite B
Langhorne, PA 19047
Phone (215) 741-0661
Fax (215) 741-0521

Chartiers Valley
Shopping Center
1025 Washington Pike
Bridgeville, PA 15017
Phone (412) 257-4522
Fax (412) 257-4650

TENNESSEE
919-8th Avenue South
Nashville, TN 37203
Phone (615) 244-4434
Fax (615) 244-6713

TEXAS
7482 Harwin Drive
Houston, TX 77036
Phone (713) 781-1528
Fax (713) 781-0643

13615 Welch Road Suite 101
Farmers Branch, TX 75244
Phone (972) 385-1975
Fax (972) 960-7626

WASHINGTON
20425-84th Avenue South
Kent, WA 98032
Phone (206) 872-7922
Fax (206) 872-0918

Service in Puerto Rico

**Matsushita Electric
of Puerto Rico, Inc.
Panasonic Sales Company/
Factory Servicenter**

Ave. 65 de Infantería, Km. 9.5
San Gabriel Industrial Park
Carolina, Puerto Rico 00985
Phone (787) 750-4300
Fax (787) 768-2910

REPAIR INQUIRIES — Regional Customer Care Department

EAST (PCE)
2221 Cabot Boulevard West
Suite A
Langhorne, PA 19047
Phone (215) 741-0676
Fax (215) 750-6492

Covers:
CT, DE, ME, MD, MA, NH, NJ,
NY, PA, RI, VT, VA, DC, WV

EAST (PCE)
1225 Northbrook Parkway
Suite 2-390
Suwannee, GA 30174
Phone (770) 338-6860
Fax (770) 338-6548

Covers:
AL, FL, GA, MS, NC, SC, TN

CENTRAL (PCC)
1707 North Randall Road
Elgin, IL 60123
Phone (847) 468-5530
Fax (847) 468-5528

Covers:
AR, IL, IN, IA, KS, KY, LA, MI,
MN, MO, NE, ND, OK, SD, TX,
WI, OH

WEST (PCW)
6550 Katella Avenue
Cypress, CA 90630
Phone (714) 373-7440
Fax (714) 373-7447

Covers:
AK, AZ, CA, CO, ID, MT, NV,
NM, OR, UT, WA, WY, HI

PARTS DISTRIBUTION LOCATIONS

To locate parts distributors in your area (within the USA)
DIAL TOLL FREE 1-800-545-2672 (24 hours a day, 7 days a week)

As of Apr. '97

Notes for product service and shipping the product

For product service
- Servicenters are listed on page 122.
- Call toll free 1-800-545-2672 for the location of an authorized servicenter.

When you ship the product
- Carefully pack your unit, preferably in the original carton.
- Attach a letter, detailing the symptom or problem, to the outside of the carton.
- Send the unit to an authorized service center, prepaid and adequately insured.
- Do not send your unit to the Panasonic Consumer Electronics Company or to any executive or regional sales offices. These locations do not repair consumer products.

General Information

Technical data about this product

■ Main unit

1. **Applicable Lines:** Public Switched Telephone Network
2. **Document Size:** Max. 216 mm (8½") in width
   Max. 600 mm (23⅝") in length
3. **Effective Scanning Width:** 208 mm (8³⁄₁₆")
4. **Recording Paper Size:** Letter: 216 mm × 279 mm (8½" × 11")
   Legal: 216 mm × 356 mm (8½" × 14")
5. **Effective Printing Width:** 208 mm (8³⁄₁₆")
6. **Transmission Time*:** Approx. 10s/page (Original mode)**
   Approx. 15s/page (Original mode)***
   Approx. 30s/page (G3 Normal mode)
7. **Scanning Density:** Horizontal: 8 pels/mm (203 pels/inch)
   Vertical: 3.85 lines/mm (98 lines/inch)—Standard mode
   7.7 lines/mm (196 lines/inch)—Fine/Halftone mode
   15.4 lines/mm (392 lines/inch)—Superfine mode
8. **Halftone Level:** 64-level
9. **Scanner Type:** CCD image sensor
10. **Printer Type:** Thermal printing
11. **Data Compression System:** Modified Huffman (MH), Modified READ (MR)
12. **Modem Speed:** 14400/12000/9600/7200/4800/2400 bps; Automatic Fallback
13. **Operating Environment:** 5 °C–35 °C (41 °F–95 °F), 20 %–80 % RH (Relative Humidity)
14. **Dimensions (H×W×D):** 149 mm × 377 mm × 355 mm (5⅞" × 14¹³⁄₁₆" × 13³¹⁄₃₂")
15. **Mass (Weight):** Approx. 5.2 kg (11.4 lb.)
16. **Power Consumption:** Standby: Approx. 7.0 W / Transmission: Approx. 16 W
    Reception: Approx. 38 W / Copy: Approx. 52 W
    Maximum: Approx. 160 W
17. **Power Supply:** 120 V AC, 60 Hz (This unit will not function at 50 Hz.)
18. **Memory Capacity****:** Approx. 28 pages memory reception
    Approx. 25 pages memory transmission

■ Handset

1. **Operating Environment:** 5 °C–35 °C (41 °F–95 °F), 45 %–85 % RH (Relative Humidity)
2. **Dimensions (H×W×D):** Approx. 39 mm × 55 mm × 271 mm (1¹⁷⁄₃₂" × 2⁹⁄₃₂" × 10¹¹⁄₁₆")
3. **Weight:** Approx. 135 g (0.3 lb.)
4. **Power Supply:** Ni-Cd battery (3.6 V, 600 mAh)
5. **Frequency:** 902 MHz–904 MHz, 926 MHz–928 MHz (30 channels)
6. **Security Codes:** 1,000,000

*Transmission speed depends upon the contents of the pages, resolution, telephone line conditions and capability of the receiving unit.

**10 second speed based upon the CCITT No. 1 Test Chart on the condition that memory transmission is performed.

***15 second speed based upon the CCITT No.1 Test Chart.

****Based on the CCITT No. 1 Test Chart in standard resolution when the Error Correction Mode is set to OFF.

Note:

● Any details given in these instructions are subject to change without notice.

● The pictures and illustrations in these instructions may vary slightly from the actual product.

CCITT No. 1 Test Chart
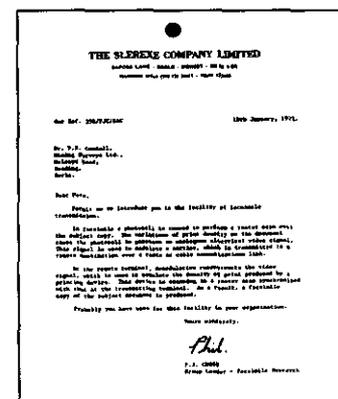
Place to write information you have stored in automatic dialing

Memory station list for the handset

Station No.	Name/Telephone No.	Station No.	Name/Telephone No.
0		5	
1		6	
2		7	
3		8	
4		9	

One-touch dialing list for the main unit

Direct call Station No.	Name/Telephone No.	Direct call Station No.	Name/Telephone No.
1		10 ((LOWER) 1)	
2		11 ((LOWER) 2)	
3		12 ((LOWER) 3)	
4		13 ((LOWER) 4)	
5		14 ((LOWER) 5)	
6		15 ((LOWER) 6)	
7		16 ((LOWER) 7)	
8		17 ((LOWER) 8)	
9		18 ((LOWER) 9)	

Speed dialing list for the main unit

Station No.	Name/Telephone No.	Station No.	Name/Telephone No.	Station No.	Name/Telephone No.
00		34		68	
01		35		69	
02		36		70	
03		37		71	
04		38		72	
05		39		73	
06		40		74	
07		41		75	
08		42		76	
09		43		77	
10		44		78	
11		45		79	
12		46		80	
13		47		81	
14		48		82	
15		49		83	
16		50		84	
17		51		85	
18		52		86	
19		53		87	
20		54		88	
21		55		89	
22		56		90	
23		57		91	
24		58		92	
25		59		93	
26		60		94	
27		61		95	
28		62		96	
29		63		97	
30		64		98	
31		65		99	
32		66			
33		67			

Index

Panasonic FAX ADVANTAGE PROGRAM

Free peace of mind, direct from Panasonic

NO EXTRA COST

Panasonic

FAX ADVANTAGE PROGRAM

- ■ *1-year limited warranty[1] parts & labor*
- ■ *Toll-free help line*
- ■ *Free overnight replacement[2] and repair program*

The Panasonic Fax Advantage Consumer Service Program.
Panasonic knows that if your fax machine is not up and running, neither is your business. That's why we created the Panasonic Fax Advantage Program. Included at no extra cost with the purchase of a Panasonic Fax Machine, the Fax Advantage Program can provide a free replacement unit[2] overnight if your original unit is in need of repair.

Here's how it works:

1. If you have a problem with your fax while it is covered by the one-year limited warranty[1], call our toll-free help-line at 1-800-HELPFAX.
2. Talk to one of our technical experts to diagnose your problem over the phone.
3. If repairs are necessary and you are entitled to service under the terms and conditions of the limited warranty[3], we will send a refurbished replacement unit to you overnight or second business day delivery, depending on the time of your call.

A second option available under our one-year limited warranty is to mail-in or carry-in your fax to one of our Regional Service centers, where the unit will be repaired and returned to you.

Instructions

If you choose to receive a replacement unit under the Fax Advantage Program, Panasonic will provide a replacement unit which will be completely refurbished, quality-tested by Panasonic technicians and individually hand-inspected before it is shipped to you. You will keep the replacement unit and send the original unit to us in the replacement unit's box. UPS will pick up the unit at no charge to you, should it be determined that you are entitled to warranty service. A proof-of-purchase must be included with the returned product. Any unit that is replaced by Panasonic and not shipped with proper proof-of-purchase by you will be subject to a minimum $100.00 charge. The original unit must be properly packaged in the same manner as the replacement

unit, utilizing the packing materials provided. Damage due to improper or inadequate packing will be charged to you as an out-of-warranty cost.

If our 1-800-HELPFAX technicians determine that your unit may be an "out-of-box failure"[4], we will attempt to provide you with a factory-new replacement unit[5]. You must ship a copy of your receipt with your original unit to verify that you purchased the unit within 10 days prior to your 1-800-HELPFAX call.

Requirements

You must give our technicians a valid credit card number (Discover, VISA, Master Card, or American Express/Optima). Product that is not returned to Panasonic by 10 business days after shipment of the replacement product will be charged to your credit card account at Panasonic's Suggested Retail Price (see dealer for details). If your original unit is not eligible for warranty service, your card will be charged for the non-warranty repair of the unit at Panasonic's current rate for parts and labor and for any shipping charges associated with this program. If you do not wish to pay out-of-warranty repair costs, you will be responsible for returning the replacement unit to Panasonic and for paying all shipping charges associated with this program including the overnight delivery of the replacement product to you, shipment of the problem unit to Panasonic, shipment of the replacement unit back to Panasonic and the return of your original unit back to you. Credit status will be verified prior to sending the replacement product.

1. See dealer for limited warranty details.
2. Replacement unit is refurbished.
3. Replacement program excludes Puerto Rico and is subject to termination at any time without advance notice.
4. "Out-of-box failure" is an inoperable unit that was purchased no more than 10 days prior to your 1-800-HELPFAX call, and would otherwise qualify for warranty service under the terms and conditions of the limited warranty.
5. Panasonic reserves the right to send a refurbished unit.

Panasonic Consumer Electronics Company, Division of Matsushita Electric Corporation of America
One Panasonic Way, Secaucus, New Jersey 07094

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Ave. 65 de Infantería, Km. 9.5
San Gabriel Industrial Park, Carolina, Puerto Rico 00985