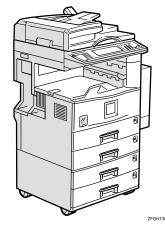
Fax Option Type 1027 Operating Instructions

Fax Option Type 1027

Operating Instructions

Fax Option Type 1027

Operating Instructions
Facsimile Reference (option)
<Advanced Features>



Read this manual carefully before you use this product and keep it handy for future reference.

For safety, please follow the instructions in this manual.

Printed in Japan UE (USA) B418-8657 Paper type: OK Prince Eco G100(55kg), Paper Thickness=80 μ m // Pages in book=212 // Print scale=81% Gap (when printed at 81% scale) = Pages in book \times Paper thickness / 2 = 8.480000 mm

Introduction

This manual contains detailed instructions on the operation and maintenance of this machine. To get maximum versatility from this machine all operators should carefully read and follow the instructions in this manual. Please keep this manual in a handy place near the machine.

Please read the Safety Information in the Copy Reference manual before using this machine. It contains important information related to USER SAFETY and PREVENTING EQUIPMENT PROBLEMS.

Notes:

Some illustrations might be slightly different from your machine.

Certain options might not be available in some countries. For details, please contact your local dealer.

Two kinds of size notation are employed in this manual. With this machine refer to the inch version.

Important

Parts of this manual are subject to change without prior notice. In no event will the company be liable for direct, indirect, special, incidental, or consequential damages as a result of handling or operating the machine.

Available Options

- Fax Function Upgrade Unit (Fax Function Upgrade Type 185)
- ISDN Unit (ISDN Option Type 1027)
- Extra G3 Interface Unit (G3 Interface Unit Type 1027)
- Expansion Memory (32MB: DIMM)

Supplies

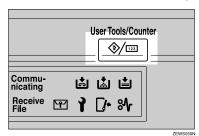
• Marker Ink (Marker Type 30 is recommended for the best performance)

Changing Key Operator Settings

Counters

This function allows you to check the total number of pages transmitted and received on the display.

- Transmissions: Total number of transmitted pages
- Receptions: Total number of received pages
- 1 Press the [User Tools/Counter] key.

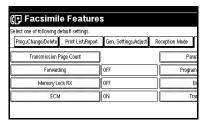


- 2 Press [Facsimile Features].
 - Facsimile Features menu is shown.
- **3** Select [Key Operator Tools].



The Key Operator Tools menu is shown.

4 Select [Transmission Page Count].



The totals for the number of pages transmitted and received are shown.

- Note
- ☐ If "Transmission Page Count" is not shown, press [▲ Prev.] or [▼ Next].
- After checking the display, press [Exit].



6 Press the [User Tools/Counter] key. The initial display is shown.











Forwarding

Key Operator Setting

Using this feature, you can select messages from Specified Senders to be printed on your machine, and then sent on to another fax machine.

This is useful if, for example, you are visiting another office and would like a copy of your messages sent to that office so you can read them.

⇒ p.146 "Special Senders to Treat Differently"

Limitation

- ☐ The Forwarding function does not forward messages received with Confidential Reception, Memory Lock, Polling Reception mode, or messages received by Transfer Request.
- ☐ You can program senders with the Quick Dial Table and Groups. You cannot program a sender with a Group that has destinations specified as transfer stations.

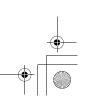
[⊅]Reference

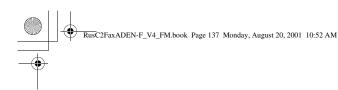
- ⇒ Chapter 3, "Quick Dials" in the Basic Features manual
- ⇒ Chapter 3, "Groups" in the Basic Features manual

Note

- \square To use this function, select "ON" for the "Forwarding" function in "Reception Mode".⇒ p.131 "Reception Mode"
- ☐ If you do not program the Forwarding function when this function is set to on in "Reception Mode", only the output function is available. You can specify the End Receiver separately, according to the Special Sender. If you do not specify the Special Sender, the messages are forwarding to the specified receiver.
- ☐ One receiver can be specified with this function. For multiple receivers, use Group Dial.⇒ Chapter 3, "Groups" in the Basic Features manual
- ☐ You can print a forwarding mark on messages that are forwarded.⇒ p.138 "Forwarding Mark" \Rightarrow p.141 "Changing the User Parameters"(Switch02, Bit0)
- ☐ You can specify whether or not to print forwarded messages. The default setting is on. \Rightarrow p.141 "Changing the User Parameters"(Switch11, Bit6)
- ☐ Use the same procedure to program and make changes. Follow the procedure for the items you want to change.



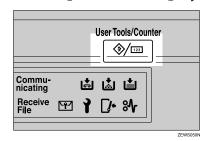






Programming Forwarding Stations

1 Press the [User Tools/Counter] key.



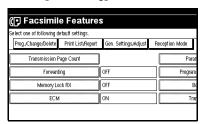
2 Press [Facsimile Features]. Facsimile Features menu is shown.

Select [Key Operator Tools].



The Key Operator Tools menu is shown.

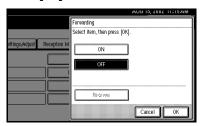
4 Select [Forwarding].



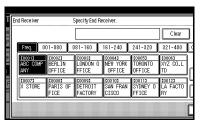
𝒯 Note

☐ If "Forwarding" is not shown, press [▲ Prev.] or [▼ Next].

Press [ON].



- ☐ If there is a Forwarding Station already programmed, a receiver name is shown. If you want to change the receiver, press [Receiver] and go to step [].
- ☐ To cancel "Forwarding", press **[Cancel]** and go to step **7**.
- Select an end receiver with the Quick Dial Table.



If you make a mistake, press the **[Clear/Stop]** key or **[Clear]** and try again.

7 Press [OK].

The receiver name is shown on the right side of [Receiver].

- 8 Press [OK].
- Press the [User Tools/Counter] key.

The initial display is shown.









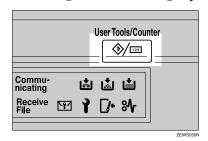
•

Key Operator Setting



Deleting a Forwarding Station

1 Press the [User Tools/Counter] key.



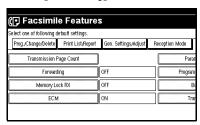
2 Press [Facsimile Features].
Facsimile Features menu is shown.

3 Select [Key Operator Tools].



The Key Operator Tools menu is shown.

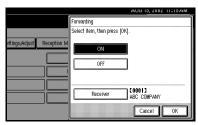
4 Select [Forwarding].



Note

☐ If "Forwarding" is not shown, press [▲ Prev.] or [▼ Next].

5 Press [OFF].



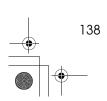
- 6 Press [OK].
- Press the [User Tools/Counter] key.
 The initial display is shown.

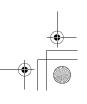
Forwarding Mark

You can print a Forwarding Mark on the receiver's messages which have been forwarded.

The receiver can distinguish between forward messages and usual receptions.

You can specify whether or not to print a Forwarding Mark with the User Parameters. p.141 "Changing the User Parameters"





Changing Key Operator Settings





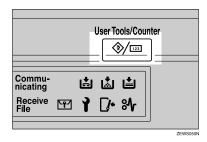
Memory Lock

When you switch Memory Lock on, received messages are stored in memory and are not printed automatically. When a message is received in the Memory Lock mode, the Confidential File indicator blinks. To print this message, enter the Memory Lock ID. A user without the ID cannot print the message. This prevents an unauthorized person from seeing the message.

RusC2FaxADEN-F_V4_FM.book Page 139 Monday, August 20, 2001 10:52 AM

To use Memory Lock, program the Memory Lock ID another switch Memory Lock on.⇒ p.171 "Programming a Memory Lock ID"

1 Press the [User Tools/Counter] key.

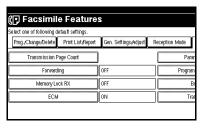


- **2** Press [Facsimile Features].
 Facsimile Features menu is shown.
- **3** Select [Key Operator Tools].



The Key Operator Tools menu is shown.

4 Select [Memory Lock RX].



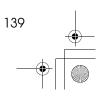
- Note
- ☐ If "Memory Lock RX" is not shown, press [▲ Prev.] or [▼ Next].
- 5 Select [ON] or [OFF].



- 6 Press [OK].

 - ☐ To cancel this setting, press [Cancel]. The display will return to step ⑤.
- Press the [User Tools/Counter] key. The initial display is shown.









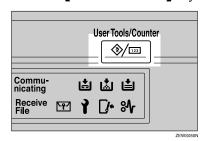
ECM

Key Operator Setting

If a part of a transmission fails because of a line problem, the lost data is automatically resent. For this feature to work, the other machine must have ECM. You can chose whether ECM is turned on or off with the following procedure.

Limitation

- ☐ If you turn ECM off, you cannot use the following features:
 - JBIG Transmission
 - Super G3 Communication
- Press the [User Tools/Counter] key.



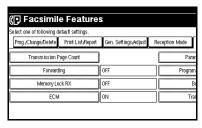
2 Press [Facsimile Features]. Facsimile Features menu is shown.

3 Select [Key Operator Tools].

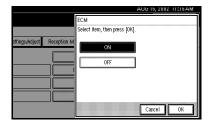


The Key Operator Tools menu is shown.

4 Select [ECM].



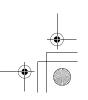
- ☐ If "ECM" is not shown, press [▲ Prev.] or [▼ Next].
- 5 Select [ON] or [OFF].



- 6 Press [OK].

 - ☐ To cancel this setting, press [Cancel]. The display will return to step 4.
- Press the [User Tools/Counter] key. The initial display is shown.











Changing the User Parameters

The User Parameters allow you to customize various settings to match your needs.

To change the function settings, set the User Parameter switches.



Access to some User Parameter Settings requires the installation of optional equipment or that other settings be made beforehand.

Switches and Bits

User Parameters are divided into switches and each switch is divided into eight bits. The right most bit is bit 0 and the left most is bit 7.

Switch 02	0	0	1	1	1	0	1	1
	\	\	\	\downarrow	\downarrow	\	\downarrow	\downarrow
	7	6	5	4	3	2	1	0

User Parameter List

Switch	Bit	Item	0	1
02	0	Forwarding Mark	Off	On
	3	TSI Print	Off	On
5		CIL Print	Off	On
	6 TID Print			On
03	03 0 Automatic printing of the Memory TX Result Report		Off	On
	2	Automatic printing of the Memory Storage Report	Off	On
	3	Automatic printing of the Polling RX Reserve Report	Off	On
	4	Automatic printing of the Polling RX Result Report	Off	On
	5	Automatic printing of the Immediate TX Result Report	Off	On
	6	Automatic printing of the Polling TX Clear Report	Off	On
	7	Automatic printing of the Journal	Off	On













Switch	Bit	Item	0	1		
04	0	Automatic printing of the Confidential File Report	Off	On		
7		Include a portion of the image on the Transmission Result Report (Memory Transmission), Memory Storage Report, Communication Failure Report, or Transfer Result Report (Inclusion of part of image)	Off	On		
		Receive Service Call (SC) Condition (Substitute Reception during service call)	Possible (Substitute RX)	Not possible (Reception off)		
	2, 1	Receive when the machine can not print (Substitute reception during printer error) 00: Enabled unconditionally (Free) 01: Enabled when Own Name/Own Fax Number is received 10: Enabled for Polling ID match 11: Disabled (Reception off)				
	5	Just Size Printing	Off	On		
	7	Empty cassette alert (Paper Empty Warning indication)	Off	On		
06	6	First page scanned for book originals	From the left page	From the right page		
07	2	Parallel Memory Trans- mission	Off	On		
08	2	Authorized Reception type	Only receive from specified senders	Receive all mes- sages except those from speci- fied senders		
10	1	Combine 2 Originals	Off	On		
	3	Page Reduction when printing	Off	On		
11	1	Send PB/UUI to ISDN	UUI	РВ		
	6	Local Print when Forwarding	Off	On		
	7	Polling file after sending (Polling transmission standby time)	Delete (Only Once)	Standby (Save)		

















Changing Key Operator Settings

Switch	witch Bit Item		0	1		
14	0	Print documents received with Auto Power-On Recep- tion (Night Printing mode)	Immediate printing (Off)	When turning on the Operation switch (On)		
	1	Long Document Transmission (Well Log)	Off	On		
	2	Batch Transmission	Off	On		
	3	Reset when function changed	Off	On		
	7	System Parameter List TX	Off	On		
17	2	Whether you need to press Add after entering a Quick Dial/Group Dial when broadcasting	Not Necessary	Necessary		
	7	Receive messages by pressing the [Start] key when originals are not set	Off (The machine does not receive messages by pressing the [Start] key.)	On (The machine receives messages by pressing the [Start] key.)		
18	0	Print data with Fax Header	Off	On		
	1	Print transmitter origin with Fax Header	Off	On		
	2	Print file number with Fax Header	Off	On		
	3	Print page number with Fax Header	Off	On		
19	0	Use paper delivery shift function (Offset Print)	Off	On		
	1	Sort Journal by line Type	Off	On		
20	0	Automatic printing of the PC FAX error report	Off	On		
	1	Reprint the documents that fail to print from PC FAX driver	Off	On		
	5, 4, 3, 2	Store the documents in memory that could not be printed from the PC FAX driver 0000: 0 minute / 0001: 1 minutes / 0010: 2 minutes / 0011: 3 minutes / 0100: 4 minutes / 0101: 5 minutes / 0110: 6 minutes / 0111: 7 minutes / 1000: 8 minutes / 1001: 9 minutes / 1010: 10 minutes / 1011: 11 minutes / 1100: 12 minutes / 1101: 13 minutes / 1110: 14 minutes / 1111: 15 minutes				
24	1, 0	Store a message in memory that could not be transmitted 00: Off, 01: Store for 24 hours, 11: Store for 72 hours				
25	4	RDS	Off	On		









RusC2FaxADEN-F_V4_FM.book Page 144 Monday, August 20, 2001 10:52 AM

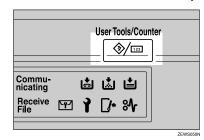


Key Operator Setting

Changing the User Parameters

#Important

- ☐ We recommend that you print and keep the User Parameter list when you program or change a user parameter. \Rightarrow p.145 "Printing the User Parameter list"
- ☐ Do not change any bit switches other than those shown on the previous pages.
- 1 Press the [User Tools/Counter] key.



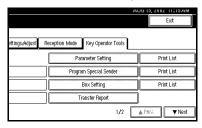
2 Press [Facsimile Features]. Facsimile Features menu is shown.

Select [Key Operator Tools].



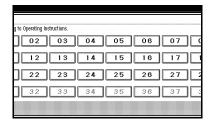
The Key Operator Tools menu is shown.

4 Select [Parameter Setting].

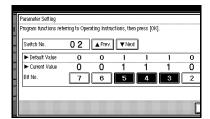


𝚱 Note

- ☐ If "Parameter Setting" is not shown, press [▲ Prev.] or [▼ Next].
- 5 Select the Switch number you want to change.



6 Select the Bit number you want to change.

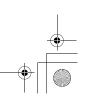


When the Bit number is pressed, the current value switches between 1 and 0.

𝚱 Note

☐ Repeat from step 6 to change another Bit number for the same Switch.











7 Press [OK].

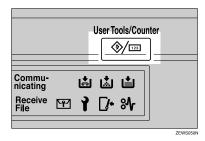
To cancel these settings, press [Can**cel**]. The display will return to step **5**.

- 8 Repeat step 5 and 6 to change the Switch settings.
- 9 After all the settings are finished, press [Exit].
- Press the [User Tools/Counter] key. The initial display is shown.

Printing the User Parameter list

Print this list to see the current User Parameter settings.

Press the [User Tools/Counter] key.



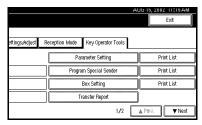
2 Press [Facsimile Features]. Facsimile Features menu is shown.

3 Select [Key Operator Tools].



The Key Operator Tools menu is shown.

4 Press [Print List] just to the right side of [Parameter Setting].



- ☐ If "Parameter Setting" is not shown, press [▲ Prev.] or [▼
- ☐ To cancel printing a list, press [Cancel]. The display will return to step 4.
- 5 Press the [Start] key.

To cancel printing a list, press [Cancel]. The display will return to step 4

Dress the [User Tools/Counter] key. The initial display is shown.











Special Senders to Treat Differently

By programming particular receivers in advance, you can set the following feature for each receiver.

Use the Own Name or Own Fax Number to program your receivers. If the receiver has the same machine make, program an Own Name that is already programmed as a receiver. If the machine is not the same make, use Own Fax Number. To transmit with G4, program G4 sender information. You can set this feature for all programmed receivers at the same time. When you wish to apply different settings for some programmed receivers, first set the feature for all programmed receivers, and then register receivers whose setting you want to change as Special Senders.

The following items can be programmed.

- Special Senders (Up to 30. A maximum of 50 when the optional Fax Function Upgrade Unit is installed. A maximum of 20 characters for each name when using G3, and a maximum of 24 characters for each name when using G4.)
- Full/Partial agreement When you program Own Names and Facsimile Names for multiple destinations, you can program a common sequence of characters to identify destinations using Partial agreement.

Using a Full agreement

Destination to be registered (Own Name)	Number of registered identifications
NEW YORK BRANCH	3
HONG KONG BRANCH	
SYDNEY BRANCH	

Using a Partial agreement

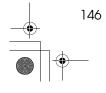
Destination to be registered (Own Name)	Number of registered identifications
BRANCH	1

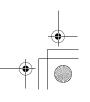
Ø Note

- ☐ You can program up to 30 wild
- ☐ Ignore spaces when comparing identifications.
- You can use wild cards for the following functions:
 - ⇒ p.148 "Programming/Changing Special Senders"
 - \Rightarrow p.149 "Authorized RX"
 - ⇒ p.150 "Forwarding"

Limitation

- ☐ You cannot program senders as Special Senders if they do not have Own Name or Own Fax Number programmed.
- ☐ The machine cannot discriminate between Polling Reception and Free Polling documents from Special Senders.









- ☐ You can program up to 24 characters for the sender.
- ☐ You can check Own Name and Own Fax Number with Journal. You can check programmed Special Senders with specified sender list. \Rightarrow p.155 "Printing the Special Sender List"
- ☐ If you select "OFF" for the Special Sender function in "Initial Set Up", the settings will be the same as the "Reception Mode"⇒ p.131 settings.

Authorized Reception

Use this feature to limit incoming senders. The machine only receives the faxes from programmed Special Senders, and therefore, it helps you screen out unwanted messages, such as junk mail, and save you from wasting fax paper.

Note

- ☐ To use this feature, program the Special Senders, and then select "ON" in "Authorized RX" with "Reception Mode". \Rightarrow p.131 "Reception Mode" You can choose whether this feature is turned on. Set this with the User Parameters. \Rightarrow p.141 "Changing the User Parameters" (Switch08, Bit2)
- Without programming Special Senders, the Authorized RX function will not work even if you select "ON".
- ☐ You can select whether to receive only from programmed senders or receive only from senders other than the ones programmed with "User Parameters". \Rightarrow p.141 "Changing the User Parameters" (Switch08, Bit2)
- ☐ If you select "OFF" for Authorized RX in "Initial Set Up", the settings will be the same as the "Reception Mode" settings.

Forwarding

Use this feature to print received messages, and then transfer them to receivers which are programmed beforehand. Only faxes sent by programmed senders (Special Senders) will be received. Thus, paper will not be wasted for printing unnecessary faxes. Receiving faxes sent only by senders not programmed as Special Senders is also possible.

Note

- ☐ To use this feature, program your Special Senders, and then select "ON" for "Forwarding" in "Reception Mode". \Rightarrow p.131 "Reception Mode"
- ☐ If you specify "ON" in "Forwarding" and select "Same as basic settings", the fax message will be forwarded to the other ends programmed in "Specify end Receiver". ⇒ p.136 "Forwarding"
- ☐ If you do not program any Special Senders, the machine transfers all incoming documents to the other ends that is specified in "Specify end Receiver".

RX File Print Qty

Use this feature to print the specified number of copies of documents received from programmed senders (Special Senders). If you do not program any Special Senders, the machine prints the specified number of copies for all received documents.

Limitation

☐ You cannot use multi-copy printing with Polling Reception, Confidential Reception, or Memory Lock.

Note

☐ You can specify 1 to 10 copies.









Use this feature to print on both sides of the paper.

Limitation

- ☐ Optional duplex unit is required for using this feature.
- ☐ If you select bypass tray (option) for the "Paper Tray", duplex printing is disabled.

Memory Lock

Use this feature to store incoming documents from programmed senders (Special Senders) in memory printing them. People who do not know the Memory Lock ID cannot print the documents, and therefore this feature is useful for receiving confidential documents. If you do not program any senders, the machine receives fax messages from all senders using Memory Lock reception.

⇒ p.171 "Programming a Memory Lock ID"

Limitation

 If you program the same sender in Memory Lock and Forwarding, Forwarding is disabled.

RX Reverse Printing

Use this feature to print the pages in reverse order. ⇒ p.90 "Reverse Order Printing"

Paper Tray

Use this feature to print the documents received from programmed senders (Special Senders) and the documents from other senders on different types of paper.

For example, if blue paper is in tray 1 and white paper is in tray 2, the machine prints the documents from Special Senders on the blue paper and prints the documents from other senders on the white paper, making it easy for you to discriminate between the two.

If you do not program any Special Senders, the machine outputs the documents received from all senders using the default paper tray.

Limitation

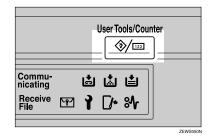
For polling reception and free polling, you cannot select the paper tray.

Note

- ☐ If the machine receives a message that is a different size from the paper that is in the specified tray, the machine prints the message after splitting it or minimizing its size. ⇒ p.90 "Page Separation and Length Reduction"
- ☐ Selection of the bypass tray (optional) enables you to specify the paper size in "Scan Area".

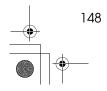
Programming/Changing Special Senders

1 Press the [User Tools/Counter] key.



2 Press [Facsimile Features].

Facsimile Features menu is shown.





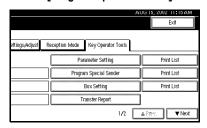
8



3 Select [Key Operator Tools].

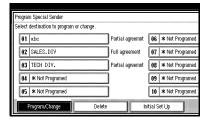


4 Select [Program Special Sender].



- □ If "Program Special Sender" is not shown, press [▲ Prev.] or [▼ Next].
- **5** Select destination to program.

When programming a new destination, press "*Not programed".



6 Enter a destination.

Enter a destination using Own Name or Own Fax Number.

Reference

⇒ Chapter 3, "Entering Text" in the Basic Features manual

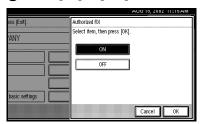
- **7** Press [OK].
- When programming the "Partial agreement" condition, press [Partial agreement].



- - ⇒ Chapter 3, "Entering Text" in the Basic Features manual
- 9 Select the item you want to program.
 - Ø Note
 - ☐ You must select only the item you want to program.
 - ☐ If you select [Same as basic settings], the settings will be the same as [Reception Mode], [Forwarding] and [Memory Lock].
 - ☐ To cancel these settings, press **[Cancel]**. The display will return to step **⑤**.

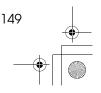
Authorized RX

- Press [Authorized RX].
- 2 Select [ON] or [OFF].



3 Press [OK].









()

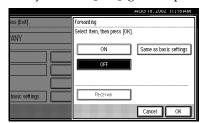


Forwarding

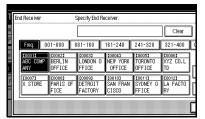
Key Operator Setting

- Press [Forwarding].
- 2 Select [ON] or [OFF].

If you select **[OFF]**, go to step **4**.



3 Specify an end receiver.

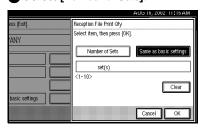


4 Press [OK].

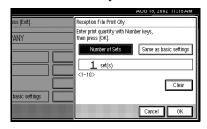
If you select **[ON]**, the name of the end receiver is shown on the right of "Receiver:".

Reception File Print Qty

- Press [Reception File Print Qty].
- 2 Select [Number of Sets].



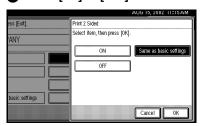
3 Enter the print quantity with the number keys.



- **𝒯** Note
- ☐ If you make a mistake, press the [Clear/Stop] key or [Clear] and try again.
- 4 Press [OK].

Print 2 Sided

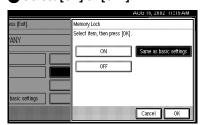
- Press [Print 2 Sided].
- 2 Select [ON] or [OFF].



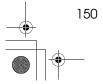
3 Press [OK].

Memory Lock

- Press [Memory Lock].
- 2 Select [ON] or [OFF].



3 Press [OK].





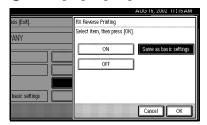




Changing Key Operator Settings

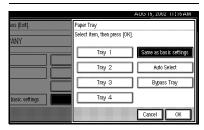
RX Reverse Printing

- Press [RX Reverse Printing].
- 2 Select [ON] or [OFF].



3 Press [OK].

Paper Tray



- Press [Paper Tray].
- Select the tray you want to use. When optional equipment is installed

You can select [Tray 1], [Tray 2], [Tray 3], [Tray 4], [Bypass tray] or [Auto Select]. When the optional LCT is installed, select [Tray 3].

3 Press [OK].

Press [OK].

A Special Sender has been programmed.

- Note
- ☐ To program another sender, repeat from step 5.
- Press [Exit].

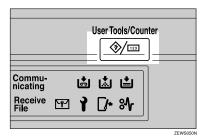
Press the [User Tools/Counter] key.

The initial display is shown.

Programming "Initial Set UP" of a Special Sender

Use this function to program "Initial Set Up" of a Special Sender. You can also specify the Bypass Tray(option) Paper Size.

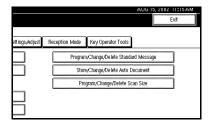
Press the [User Tools/Counter] key.



2 Press [Facsimile Features].

Facsimile Features menu is shown.

3 Select [Key Operator Tools].



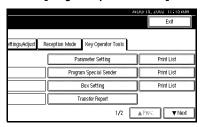






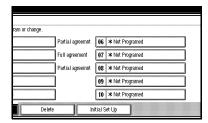


4 Select [Program Special Sender].

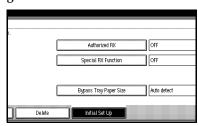


𝚱 Note

- ☐ If "Program Special Sender" is not shown, press [▲ Prev.] or [▼ Next].
- 5 Press [Initial Set Up].



6 Select a function you want to pro-



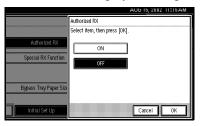
𝚱 Note

☐ In this feature, "Authorized RX" has the same settings as "Reception Mode". ⇒ p.131 "Reception Mode"

Programming "Authorized RX" and "Special RX Function"

• Select [ON] or [OFF].

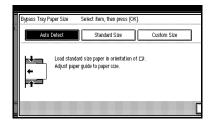
The illustration shows the "Authorized RX" display as a sample.



2 Press [OK].

Programming "Bypass Tray Paper Size"

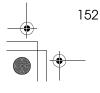
■ Select [Auto detect], [Standard Size] or [Custom Size] to program.



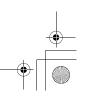
- Note
- ☐ If you select [Auto detect], the machine shows a paper size automatically.
- ☐ If you select [Standard Size], select a paper size displayed, and then go to step **3**.
- ☐ If you select [Custom Size], go to step **2**.
- 2 Make sure that [Vertical] is selected.
 - Note
 - ☐ If " [Vertical] is not selected, press [Vertical].







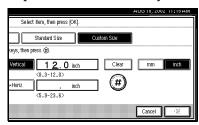






Changing Key Operator Settings

3 Enter the vertical size of the paper with the number keys.

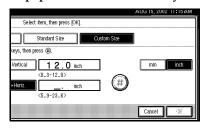


Note

- ☐ You can specify a vertical size from 210mm (8.3 inch) to 305mm (12.0 inch). You cannot enter a size smaller than 210mm or larger than 305mm. \Rightarrow p.95 "Having Incoming messages Printed on Paper from the Bypass Tray"
- ☐ Each time you press [mm] or [inch], the units change between "millimeter" and "inch" alternately. If you enter a length and change the unit by pressing [mm] or [inch], the length is converted automatically according to the unit (fractions are rounded off).
- ♠ Press [♠].

The programmed size is shown.

- 6 Press [Horiz.].
- 6 Enter the horizontal size of the paper with the number keys.



Ø Note

- ☐ The way of programming/changing Bypass Tray Paper Size for Copy Function is different from that of Fax Function. ⇒ "Copying from the Bypass Tray" in Copy Reference manual
- ☐ You can specify a horizontal size from 148mm (5.9 inch) to 600mm (23.6 inch). You cannot enter a size smaller than 148mm or larger than 600mm. \Rightarrow p.95 "Having Incoming messages Printed on Paper from the Bypass Tray"
- ☐ The optional HDD is required to specify the horizontal paper size from 433 mm (17.0 inch) to 600mm (23.6 inch). Without the optional HDD, the maximum size to be entered is 432mm (17.0 inch).
- ☐ Each time you press [mm] or [inch], the units change between "mm" and "inch" alternately. If you enter a length and change the unit by pressing [mm] or [inch], the length is converted automatically according to the unit (fractions are rounded off).
- Press [∰].
- Press [OK].
- 7 Press [Exit].
- Press the [User Tools/Counter] key. The initial display is shown.









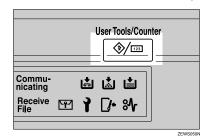




Deleting a Special Sender

Key Operator Setting

1 Press the [User Tools/Counter] key.

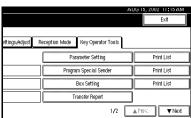


2 Press [Facsimile Features].
Facsimile Features menu is shown.

3 Select [Key Operator Tools].



4 Select [Program Special Sender].



𝒯 Note

☐ If "Program Special Sender" is not shown, press [▲ Prev.] or [▼ Next]. **5** Press [Delete].



6 Select a Special Sender you want to delete.

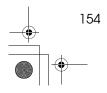


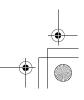
7 Press [Delete].

A Special Sender is deleted and "*Not programed" is shown.

- ☐ To cancel deleting a special sender, press [Do not Delete]. The display will return to step [6].
- 8 Press [Exit].
- Press the [User Tools/Counter] key.

The initial display is shown.





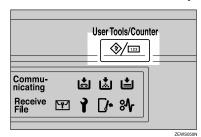




Printing the Special Sender List

You can check the programmed Special Senders.

Press the [User Tools/Counter] key.



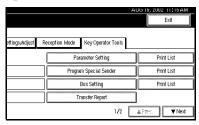
2 Press [Facsimile Features].

Facsimile Features menu is shown.

Select [Key Operator Tools].



4 Press [Print List] next to "Program Special Sender".



☐ If "Program Special Sender" is not shown, press [▲ Prev.] or [▼ Next].

☐ To cancel printing a list, press [Cancel]. The display will return to step 4.

Changing Key Operator Settings

5 Press the [Start] key.

After printing a list, the display will return to step 4.

Note

- ☐ To cancel printing a list, press [Cancel]. The display will return to step 4.
- 6 Press the [User Tools/Counter] key. The initial display is shown.

Box Settings

The following functions are for delivery and transfer of messages:

- Personal Box
- Information Box
- Transfer Box

By using SUB and SEP Codes with these functions, you can send messages to another party's box and retrieve messages stored in boxes.

For details about how to set up these functions, see the following.

- ⇒ p.156 "Programming/Editing Personal Boxes"
- ⇒ p.159 "Programming/Editing Information Boxes"
- ⇒ p.162 "Programming/Editing Transfer Boxes"

For details about how to print out and delete messages stored in boxes, see the following.

- ⇒ p.34 "Personal Boxes"
- ⇒ p.36 "Information Boxes"











Key Operator Setting

- ☐ The combined total of items that can be stored with the Personal Box, Information Box and Transfer Box features is 150. Installing the optional Fax Function Upgrade Unit increases this capacity to 400 items.
- ☐ SUB and SEP Codes can be up to 20 digits long and contain numbers, spaces, pound signs (#), and asterisks (*).

Limitation

- ☐ You cannot set the same Box Code on two different boxes.
- ☐ Transmission or programming may not be used if there is not enough free memory left. The amount of free memory left is different depending on the optional equipment installed.

Programming/Editing Personal Boxes

This section describes how to program Personal Boxes.

You can store in one box the following items:

- SUB Code (required) Up to 20 characters long and can be composed of digits 0-9, "#", "*" and spaces (the first character cannot be a space).
- Box Name (required) Up to 20 characters long.
- Password (optional) Up to 20 characters long and can be composed of digits 0-9,"#", "*" and spaces (the first character cannot be a space).

Note

 When a password is programmed, a mark is displayed before the Box Name.

Receiver (optional)

You can program one delivery destination for each Personal Box. Specify the Quick Dial or Speed Dial the delivery destination is stored in.

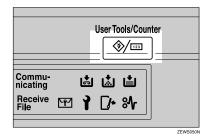
Note

- ☐ The Fax Header is not printed on delivered messages.
- ☐ If a message cannot be delivered, a Communication Failure Report is printed and the message is saved as a Confidential Reception docu-
- ☐ You can edit boxes in the same way you program them. However, to change the SUB Code itself, you must delete the box, and then program a new SUB Code.

Reference

⇒ p.34 "Personal Boxes"

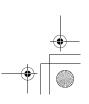
Press the [User Tools/Counter] key.

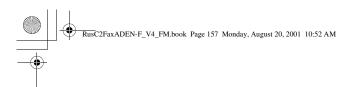


2 Press [Facsimile Features].

Facsimile Features menu is shown.

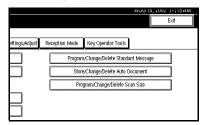




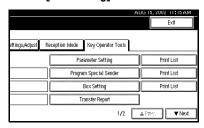




3 Select [Key Operator Tools].



4 Select [Box Setting].



The "Box Setting" menu is shown.

5 Select a box to program.

To program a new box, press "*Not programed".

Box Setting				
Select Box to program o	r change			
1234 AAAA	Confi	ident I 5678 BBBBB		Informatn [
* Not Programed		≭ Not Pr		
* Not Programed		≭ Not Pr	rogramed	
* Not Programed		≭ Not Pr	rogramed	
Program/Change		Delete		

- ☐ To Change a box already programmed, press it and go to step 9.
- ☐ If the desired box is not shown, press [▲ Prev.] or [▼ Next].

6 Press [Personal Box].



7 Enter a Box Name.

⇒ Chapter 3, "Entering Text" in the Basic Features manual

- 8 Press [OK].
- 9 Enter a Box Code.



Note

- ☐ To change the Box Code, press the [Clear/Stop] key or [Clear] and try again. To change Box Name, press [Box Name], and then repeat step $\mathbf{7}$.
- ☐ If you make a mistake, press the [Clear/Stop] key or [Clear] and try again.

Specify any settings you require.

If you do not program [Password] or [Receiver], go to step [].

Programming a Password

Press [Password].









•



2 Enter a password.

Key Operator Setting

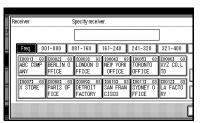


Ø Note

- ☐ If you make a mistake, press the **[Clear/Stop]** key or **[Clear]** and try again.
- 3 Press [OK].

Programming a Receiver

- Press [Receiver].
- 2 Select a destination with the Quick Dial Table.



𝚱 Note

- ☐ If the desired destination is not shown, press [▲ Prev.] or [▼ Next].
- 3 Press [OK].
- Press [OK].

A box mode is shown next to the

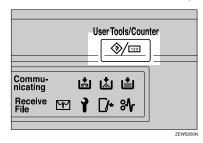
- Press [Exit].
- Press the [User Tools/Counter] key.

The initial display is shown.

Deleting Personal Boxes

This section describes how to delete Personal Boxes.

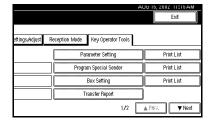
- Limitation
- ☐ If messages are programmed in the box, you cannot delete the box.
- 1 Press the [User Tools/Counter] key.



- **2** Press [Facsimile Features]. Facsimile Features menu is shown.
- **3** Select [Key Operator Tools].

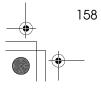


4 Select [Box Setting].







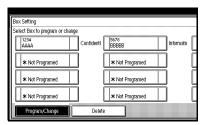




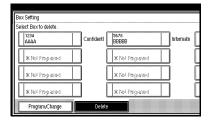




5 Press [Delete].



6 Select a box you want to delete.



Note

- \square If the desired box is not shown, press [▲ Prev.] or [▼ Next].
- ☐ If you select a box for which a password is programmed, the display to enter a password is shown. Enter a password with number keys and press [OK]. To delete digits entered, press [Clear]. To cancel selecting a box, press [Cancel].

7 Press [Delete].

The box is deleted and "*Not programed" is shown.

Note

- ☐ To cancel deleting a box, press [Do not Delete]. The display will return to step 6.
- 8 Press [Exit].
- Press the [User Tools/Counter] key.

The initial display is shown.

Programming/Editing Information Boxes

This section describes how to set up an Information Box.

You can store in one box the following items:

- SEP Code (required) Up to 20 characters long and can be composed of digits 0-9, "#", "*" and spaces (the first character cannot be a space).
- Password (optional) Up to 20 characters long and can be composed of digits 0-9, "#", "*" and spaces (the first character cannot be a space).

Note

- When a password is programmed, a mark is displayed before the Box Name.
- Box Name (required) Up to 20 characters long.

Note

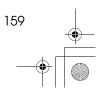
☐ You can edit boxes in the same way you program them. However, to change the SEP Code itself, you must delete the box, and then program a new SEP Code.

Reference

p.38 "Printing Information Box Messages"





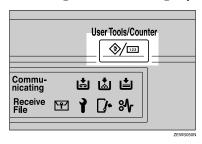








Press the [User Tools/Counter] key.



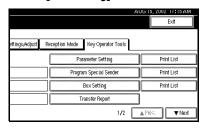
2 Press [Facsimile Features].

Facsimile Features menu is shown.

3 Select [Key Operator Tools].

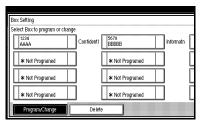


4 Select [Box Setting].



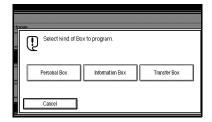
5 Select a box to program.

When programming a new box, press "*Not programed".



Ø Note

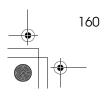
- ☐ To change a box already programmed, press it, and then go to step 9.
- ☐ If the desired box is not shown, press [▲ Prev.] or [▼ Next].
- 6 Press [Information Box].



1 Enter a Box Name.

⇒ Chapter 3, "Entering Text" in the Basic Features manual

8 Press [OK].









9 Enter a Box Code.



𝚱 Note

- ☐ To change Box Code, press the [Clear/Stop] key or [Clear] and try again. To change Box Name, press [Box Name], and then repeat from step 7.
- ☐ If you make a mistake, press the [Clear/Stop] key or [Clear] and try again.

11 Press [Password].

Note

☐ If you do not want to program a password, go to step [].

11 Enter a password.



Note

- ☐ If you make a mistake, press the [Clear/Stop] key or [Clear] and try again.
- Press [OK].
- Press [OK].

A box mode is shown next to the box.

Press [Exit].

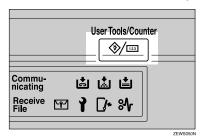
Press the [User Tools/Counter] key. The initial display is shown.

Deleting Information Boxes

This section describes how to delete Information Boxes.

Limitation

- ☐ If messages are programmed in the Information Box, you cannot delete the box.
- Press the [User Tools/Counter] key.



2 Press [Facsimile Features].

Facsimile Features menu is shown.

Select [Key Operator Tools].



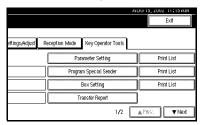




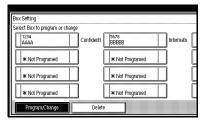




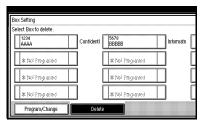
4 Select [Box Setting].



Press [Delete].



6 Select a box you want to delete.



Note

- ☐ If the desired box is not shown, press [▲ Prev.] or [▼ Next].
- ☐ If you select a box for which a password is programmed, the display to enter a password is shown. Enter a password with number keys and press [OK]. To delete digits entered, press [Clear]. To cancel selecting a box, press [Cancel].

7 Press [Delete].

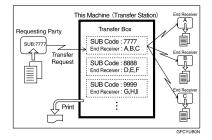
The box is deleted and "*Not programed" is shown.

- ☐ To cancel deleting a box, press **[Do not Delete]**. The display will return to step **[6]**.
- 8 Press [Exit].
- Press the [User Tools/Counter] key.
 The initial display is shown.

Programming/Editing Transfer Boxes

This feature turns your machine into a fax relay station. Documents sent with a SUB Code that matches the SUB Code programmed as a Transfer Box are received, and then relayed to the programmed receiver.

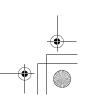
Since documents can be sent to multiple destinations in a single transfer request, you can economize on communication costs when sending to remote destinations.















Ø Note

□ Inform the Requesting Party of the SUB Code assigned to the Transfer Box. When they wish to have a message transferred by your machine, ask them to send the message using SUB Code Transmission and specifying this SUB Code. ⇒ p.43 If a password is also programmed, inform them of this too and ask them to enter it for the SID Code.⇒ p.44

You can store in one box the following items:

- SUB (required)
 Up to 20 characters long and can be composed of digits 0-9, "#", "*" and spaces (the first character cannot be a space).
- Box Name (required) Up to 20 characters long.
- Password (optional) Up to 20 characters long and can be composed of digits 0-9, "#", "*" and spaces (the first character cannot be a space).

- ☐ When a password is programmed, a mark is displayed before the Box Name.
- Receiving Station (required)
 You can store 5 receiving stations
 (destinations to which messages
 will be forwarded) for each box.
 Specify receiving stations with
 Quick Dials or Groups assigned to
 Quick Dials that have been programmed beforehand.

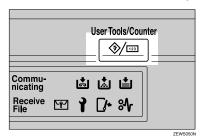
Limitation

☐ After messages are transferred, a Transfer Result Report is not sent back to the sender.

Note

- ☐ After messages are transferred, they are deleted.
- ☐ If messages cannot be sent by Transfer Request, messages received are printed.
- ☐ The machine prints out received messages that it transfers and the Transfer Result Report after the transfer has finished. If you want to turn this feature off, please contact your service representative.
- ☐ When the programmed receiver is a Multi-step Transfer Group Dial, Multi-step Transfer takes place.⇒ p.83 "Multistep Transfer"
- ☐ You can edit boxes in the same way you program them. However, to change the SUB Code itself, you must delete the box, and then program a new SUB Code.
- ☐ You can edit boxes in the same way you program them.

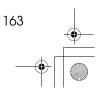
1 Press the [User Tools/Counter] key.



2 Press [Facsimile Features].

Facsimile Features menu is shown.





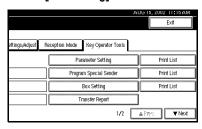




3 Select [Key Operator Tools].

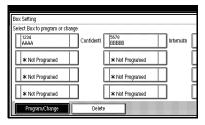


4 Select [Box Setting].



5 Select a box to program.

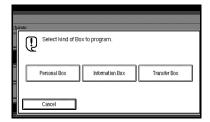
When programming a new box, press "*Not programed".



Note

- ☐ To change a box already programmed, press it, and then go to step 9.
- \square If the desired box is not shown, press [▲ Prev.] or [▼ Next].

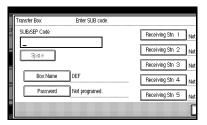
6 Press [Transfer Box].



7 Enter a Box Name.

⇒ Chapter 3, "Entering Text" in the Basic Features manual

- 8 Press [OK].
- 9 Enter a Box Code.



Note

- ☐ To change Box Code, press the [Clear/Stop] key or [Clear] and try again. To change Box Name, press [Box Name], and then repeat from step **7**.
- ☐ If you make a mistake, press the [Clear/Stop] key or [Clear] and try again.
- Specify the condition of registration.

Programming Receiving Stations

Select Receiving Station

Ø Note

☐ You can store 5 receiving sta-

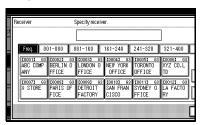








2 Specify receiving stations with Quick Dials.



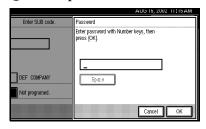
- Note
- ☐ You can also specify receiving stations with Group Dials.
- ☐ If the desired box is not shown, press [▲ Prev.] or [▼ Next1.
- Press [OK].

Repeat from step 1 to specify another receiving station.

Programming a Password

If you do not want to program a password, go to step 11.

- Press [Password].
- 2 Enter a password.



- ☐ If you make a mistake, press the [Clear/Stop] key or [Clear] and try again.
- 3 Press [OK].

Press [OK].

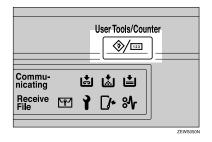
A box mode is shown next to the box.

Press the [User Tools/Counter] key. The initial display is shown.

Deleting Transfer Boxes

Limitation

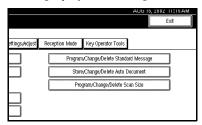
- ☐ If the specified SUB Code is not programmed as a Transfer Box, or messages are programmed in the box, you cannot delete the box.
- Press the [User Tools/Counter] key.



2 Press [Facsimile Features].

Facsimile Features menu is shown.

3 Select [Key Operator Tools].



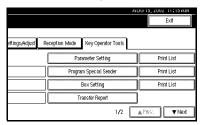




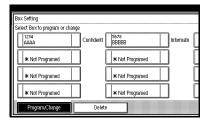




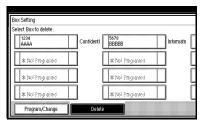
4 Select [Box Setting].



5 Press [Delete].



6 Select a box you want to delete.



Note

- ☐ If the desired box is not shown, press [▲ Prev.] or [▼ Next].
- ☐ If you select a box for which a password is programmed, the display to enter a password is shown. Enter a password with number keys and press [OK]. To delete digits entered, press [Clear]. To cancel selecting a box, press [Cancel].

7 Press [Delete].

The box is deleted and "*Not programed" is shown.

Note

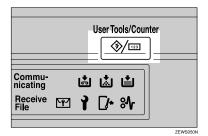
- ☐ To cancel deleting a special sender, press [Do not Delete]. The display will return to step 6.
- 8 Press [Exit].
- Press the [User Tools/Counter] key.

The initial display is shown.

Printing the Box List

Follow the procedure below to print a list showing the currently programmed Personal Boxes, Information Boxes and Transfer Boxes.

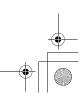
1 Press the [User Tools/Counter] key.



2 Press [Facsimile Features].

Facsimile Features menu is shown.





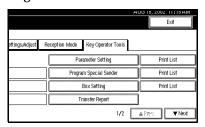




3 Select [Key Operator Tools].



4 Press [Print List] next to "Box Setting".



Note

☐ If the desired box is not shown, press [▲ Prev.] or [▼ Next].

5 Press the [Start] key.

After printing the list, the display will return to step 4.

- ☐ To cancel printing a list, press [Cancel]. The display will return to step 🖪.
- ☐ If the desired box is not shown, press [▲ Prev.] or [▼ Next].
- 6 Press the [User Tools/Counter] key.

The initial display is shown.

Transfer Report

For the Requesting Party to be able to receive Transfer Result Reports from the Transfer Station, the Requesting Party must program the number of the telephone line their machine is connected to in their own machine. \Rightarrow p.47 "Transfer Request", p.84 "ID Reception (Closed Network)"

Be sure to insert a pause after the area code.

For example, if you are in the United States and your fax number is 212-1234567, program the following:

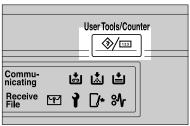
You can program the fax number for each line (G3, G4).

Limitation

☐ You cannot program or edit Transfer Report when using a line (during communication). Program or edit after communication.

Note

- ☐ Program the fax number as a number of Transfer Station. If not, you cannot use Transfer Request Transmission.
- ☐ Up to 16 digit are available for G3.
- ☐ Up to 29 digit are available for G4.
- 1212-1234567
- 1 Press the [User Tools/Counter] key.













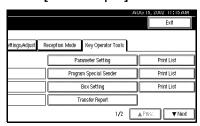
2 Press [Facsimile Features].

Facsimile Features menu is shown.

3 Select [Key Operator Tools].

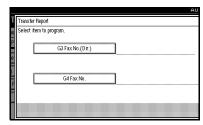


4 Select [Transfer Report].



Note

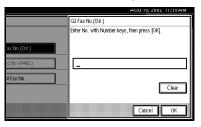
- \square If "Transfer Report" is not shown, press [▲ Prev.] or [▼ Next].
- 5 Specify the fax number for each line.



Programming a G3 Fax number

Press [G3 Fax No.(Dir.)].

2 Enter your own fax number with the number keys.

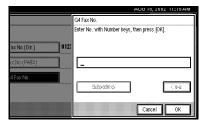


3 Press [OK].

Programming a G4 Fax number

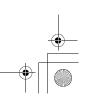
To use this function, optional ISDN Unit is required.

- Press [G4 Fax No.].
- 2 Enter your fax number with the number keys.



- 3 Press [OK].
- 6 Press [Exit] twice.
- **7** Press the [User Tools/Counter] key. The initial display is shown.









Programming a Confidential ID

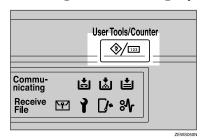
Program a Confidential ID to print Confidential Reception.⇒ p.7 "Confidential Transmission"

Limitation

☐ If you do not program a Confidential ID, you cannot receive a confidential transmission.

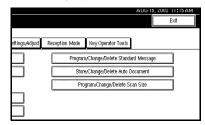
𝒯 Note

- ☐ A Confidential ID can be any four digit numeric code except for 0000.
- 1 Press the [User Tools/Counter] key.

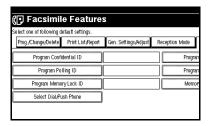


2 Press [Facsimile Features]. Facsimile Features menu is shown.

3 Select [Key Operator Tools].



4 Select [Program Confidential ID].



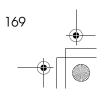
Changing Key Operator Settings

- **𝚱** Note
- ☐ If "Program Confidential ID" is not shown, press [▲ Prev.] or [▼ Next].
- **5** Enter an ID with the number keys.



- **𝚱** Note
- ☐ If you make a mistake, press the **[Clear/Stop]** key or **[Clear]** and try again.
- 6 Press [OK].
 - Note
 - ☐ To cancel programming an ID, press [Cancel]]. The display will return to step 4
- Press the [User Tools/Counter] key.
 The initial display is shown.









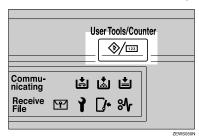
Programming a Polling ID

Program a Polling ID to use Transfer Request, Transfer Station, Default ID Polling Transmission, Default ID Polling Reception and ID Reception. When you use ID Transmission, program the same ID as that programmed on the sender's machine.

Key Operator Setting

- ⇒ p.9 "Polling Transmission"
- ⇒ p.12 "Polling Reception"
- ⇒ p.70 "Default ID Transmission"
- ⇒ p.47 "Transfer Request"

- ☐ A Polling ID can be any combination of digits (0-9) and letters (A-F) except for 0000 and FFFF.
- Press the [User Tools/Counter] key.



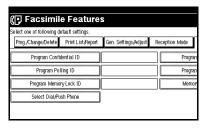
2 Press [Facsimile Features].

Facsimile Features menu is shown.

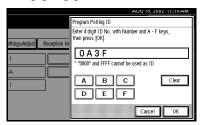
Select [Key Operator Tools].



4 Select [Program Polling ID].

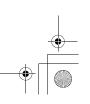


- ☐ If "Program Polling ID" is not shown, press [▲ Prev.] or [▼
- **5** Enter an ID with the number keys and [A] to [F].



- ☐ If you make a mistake, press the [Clear/Stop] key or [Clear] and try again.
- 6 Press [OK].
 - Note
 - ☐ To cancel programming an ID, press [Cancel]. The display will return to step 4.
- Press the [User Tools/Counter] key. The initial display is shown.







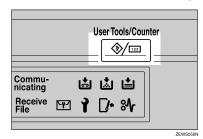
Programming a Memory Lock ID

RusC2FaxADEN-F_V4_FM.book Page 171 Monday, August 20, 2001 10:52 AM

Program a Memory Lock ID⇒ p.148 to print Memory Lock reception.⇒ p.139

A Memory Lock ID can be any four digit numeric code except for 0000.

1 Press the [User Tools/Counter] key.

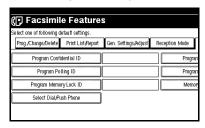


2 Press [Facsimile Features]. Facsimile Features menu is shown.

Select [Key Operator Tools].



4 Select [Program Memory Lock ID].

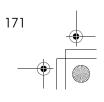


- **𝚱** Note
- ☐ If "Program Memory Lock ID" is not shown, press [▲ Prev.] or [▼ Next].
- **5** Enter an ID with number keys.



- ☐ If you make a mistake, press the **[Clear/Stop]** key or **[Clear]** and try again.
- 6 Press [OK].
 - Ø Note
 - ☐ To cancel programming an ID, press **[Cancel]**. The display will return to step **[]**.
- **7** Press the [User Tools/Counter] key. The initial display is shown.









Key Operator Setting

Selecting Dial/Push Phone

Use this function to select a line type when the machine is connected to a G3 analog line.

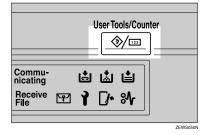
A Dial and Push line are available for selection.

Limitation

☐ If you are only connected to an ISDN line, this function is not available.

𝒯 Note

- ☐ "G3-2" is shown on the display when the Extra G3 Interface Unit is installed.
- ☐ Use the same procedure to program and change this function.
- 1 Press the [User Tools/Counter] key.



2 Press [Facsimile Features]. Facsimile Features menu is shown.

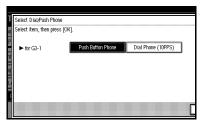
3 Select [Key Operator Tools].



4 Select [Select Dial/Push Phone].



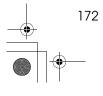
- ☐ If "Select Dial/Push Phone" is not shown, press [▲ Prev.] or [▼ Next].
- Press [Push Button Phone] or [Dial Phone (10PPS)] to select the line.

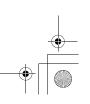


- 6 Press [OK].
- 7 Press [Exit].
- Press the [User Tools/Counter] key. The initial display is shown.











Optional ISDN Unit is required.

Programming ISDN G3 Line

•This function must be set when you connect the machine to an ISDN G3 digital line.

You can program the following items.

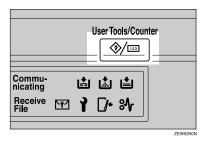
- Own Fax Number 1
- Own Fax Number 2
- Sub-address ⇒ p.50 "Sub-address"

𝒜 Note

- ☐ Program Own Fax Number 1 as your own digital number. Program Own Fax Number 2 as another digital number which occupies a single line.
- ☐ You should program the Own Fax Number 1.
- ☐ ISDN allows two or more terminals (such as a fax machine and digital telephone) to be connected to a single line. These terminals are identified by their sub-address numbers. If the terminals connected to the line at a destination are assigned sub-addresses, dialing a sub-address allows you to direct your fax message to a particular terminal at the destination.
- ☐ Up to four digits (0 to 9999) are available for a sub-address

1 Press the [User Tools/Counter] key.

Changing Key Operator Settings



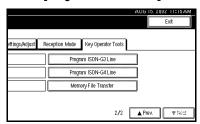
2 Press [Facsimile Features].

Facsimile Features menu is shown.

3 Select [Key Operator Tools].

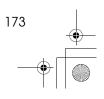


4 Select [Program ISDN-G3 Line].

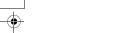


☐ If "Program ISDN-G3 Line" is not shown, press [▲ Prev.] or [▼ Next].





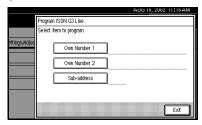






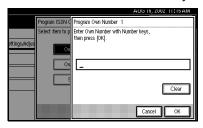
Key Operator Setting

5 Select an item you want to program.



Programming Own Number 1 and Own Number 2

- Select [Own Number 1] or [Own Number 21
- 2 Enter your own facsimile number with the number keys.



3 Press [OK].

Programming a Sub-address

- Select [Sub-address].
- 2 Enter a sub-address with the number keys.



Press [OK].

- 6 Press [Exit].
- Press the [User Tools/Counter] key. The initial display is shown.

Programming ISDN G4 Line

Optional ISDN Unit is required.

This function must be set when you connect the machine to an ISDN G4 digital line.

You can program the following items.

- Own Fax Number 1
- Own Fax Number 2
- Sub-address ⇒ p.50 "Sub-address"

𝒜 Note

- ☐ Program the Own Fax Number 1 as your own digital number. Program Own Fax Number 2 as another digital number which occupies a single line.
- ☐ You should program the Own Fax Number 1.
- ☐ ISDN allows two or more terminals (such as a fax machine and digital telephone) to be connected to a single line. These terminals are identified by their sub-address numbers. If the terminals connected to the line at a destination are assigned sub-addresses, dialing a sub-address allows you to direct your fax message to a particular terminal at the destination.
- ☐ Up to four digits (0 to 9999) are available for a sub-address



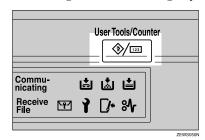


Changing Key Operator Settings





1 Press the [User Tools/Counter] key.

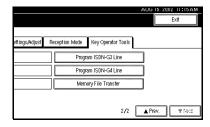


2 Press [Facsimile Features]. Facsimile Features menu is shown.

3 Select [Key Operator Tools].

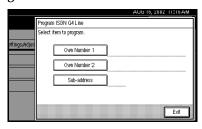


4 Select [Program ISDN-G4 Line].



☐ If "Program ISDN-G4 Line" is not shown, press [▲ Prev.] or [▼ Next].

5 Select an item you want to program.



Programming Own Number 1 and Own Number 2

- Select [Own Number 1] or [Own Number 2]
- 2 Enter your own facsimile number with the number keys.



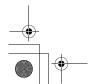
3 Press [OK].

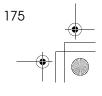
Programming a Sub-address

- Select [Sub-address].
- ② Enter a sub-address with the number keys.



3 Press [OK].













Key Operator Setting

6 Press [Exit].

7 Press the [User Tools/Counter] key. The initial display is shown.

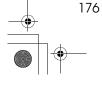
RDS (Remote Diagnostic System)

If your machine has a problem, a service representative can perform various diagnostic tasks over the telephone line from the service station to try to find out what is wrong with your machine. The service representative can also use RDS to change some of your machine's settings if you request it.

If you wish to use this feature, change User Parameter Switch 25 bit 4. ⇒ p.141 "Changing the User Parameters"(Switch25, Bit4)





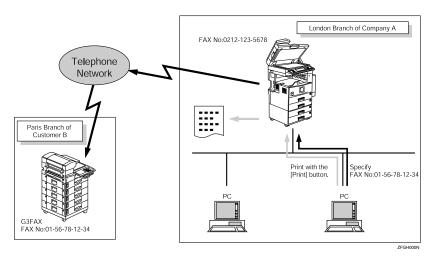




9. PC FAX Features

The Optional Printer/Scanner Unit Type 1027 is required to use this feature.

- With a PC FAX connected to a LAN, you can use a telephone line to send a fax created using a Windows application to another fax machine.
- To send a fax, simply select [Print] from the Windows application, then select LAN FAX as the printer and specify a destination.
- In addition to sending faxes, LAN FAX allows PC FAX to be used for printing out documents prepared on a PC for proof checking.
- To use LAN FAX, connect PC FAX to a LAN and make the necessary settings, and then install the LAN FAX driver and related utilities on your PC.



∰Important

 $\hfill \square$ If a LAN FAX error occurs, it is not displayed on the PC.







Setting PC FAX Properties

This section describes how to make settings such as document size, resolution, and options.

PC FAX Features

- ☐ If your operating system is Windows NT4.0 or Windows 2000, log on using an account that has Administrator permission.
- ☐ The dialog box appearance varies according to the Windows version. The examples shown here are from Windows 98.
- 1 On the [Start] menu, point to [Settings] and then [Printers].
- Click to select [LAN-Fax M1], and then select [Properties] from the [File] menu.

𝚱 Note

- ☐ With Windows NT, select [Document Default] from the [File]
- Click the [Paper] tab.

Note

☐ With Windows 2000, click the [Advanced] tab, and then click [Printing Defaults...].

4 Make paper settings.

- ☐ Even if you select Super Fine (400 x 400 dpi), this machine prints at 200 dpi when "Send & Print" is selected, unless you have installed the optional Fax Expansion Memory.
- ☐ The Gray Scale box does not appear in Windows NT or Windows 2000.

Accessories

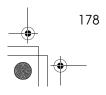
- ① Click [Accessories].
- ② Select the appropriate check boxes.

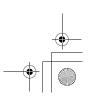
Ø Note

- ☐ When the optional Fax Expansion Memory is installed, select the [Memory Extension] check box.
- ☐ The optional ISDN Unit is required in order to use a G4 line.

Limitation

- ☐ With optional equipment installed to this machine, selectable line types are "G3-1", "G3-2" and "G4". Do not select the check box for "G3-3"
- 3 Click [OK].
- 5 Click [OK].









This section describes how to send fax documents created using PC applications.

Open the application document you want to send or create a new document, and then perform the following procedure.

- 1 On the [File] menu, click [Print].
- 2 Click [LAN-Fax M1] in [Printer Name], and then click [OK].
 - Note
 - ☐ The setting method may differ depending on the application you are using. In all cases, select [LAN-Fax M1] for the printer.
- Specify the destination.

You can select the destination from Address Book or directly enter the fax number.

- Ø Note
- ☐ You can select a line to use in the "Line" list box.
- ☐ To specify the destination from Address Book, you must program destinations in advance.
- 4 Specify options.

If you do not want to specify options, go to step 5.

Attaching a Cover Sheet

■ Select the [Attach a Cover Sheet] checkbox.

Note

☐ To edit this setting, click [Cover Sheet]. For details, see the Online Help.

Specifying Options

You can specify the following options:

- Sending at Specific Time⇒ p.4 "Sending at a Specific Time (Send Later)"
- User Code⇒"User Code Magagement" in the Basic Features manu-
- User ID
- Print Fax Header⇒ p.128 "Fax Header Print Setting'
- Document Server⇒ p.102 "Using the Document Server"
- Click [Options].
- 2 Specify options you want to use.
 - Note
 - ☐ The User Code you specified for this machine must be the same as the one entered in this machine. ⇒ "User Code "in the System Settings manual
 - ☐ You cannot select a Document Server function unless the check box is selected.
 - ☐ For details on specifying options, see the Help file on the PC Fax driver.
- Click [OK].
- 5 Click [Send].













PC FAX Features

- ☐ When you click [Send & Print], a fax will be transmitted to the destination and a copy of the document you send will be printed from your machine.
- Click [Print] to print a copy of the document you specified without sending it to the destination.

Transmission Management Using the PC FAX Driver

You can have the SmartNetMonitor for Admin/SmartNetMonitor for Client manage your transmissions using the PC FAX driver.

By using the PC FAX driver, you can refer to the following information for the documents sent using the PC FAX driver.

- User ID
- Transmission result
- Pages
- · Starting time
- File number

⇒ PC FAX Online Help for more information about using the PC FAX function

Address Book

You can store and edit destinations in the Address List using Address Book.

Ø Note

- ☐ For details, see the Online Help.
- On the [Start] menu, point to [Programs], and then [Address Book].
- **2** Edit an existing destination or store a new one.

Note

- ☐ You can divide programmed destinations into groups by clicking [Group]. For details, see the Online Help.
- ☐ For **[Line]**, select the appropriate line type: G3, G4, or I-G3.

Storing New Destinations

- Enter the destination.
- ② Click [Add].

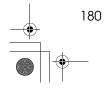
Editing Programmed Destinations

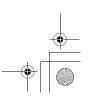
- Select the destination you want to edit from the list. The name of the company should appear grayed.
- ② Edit the data.
- 3 Click [Update].

Deleting Programmed Destinations

- Select the destination you want to edit from the list.
 The name of the company should appear grayed.
- ② Click [Delete].
- 3 Click [Yes].

3 Click [Close].







Basic Transmission

If you made changes to a destination, a confirmation dialog box appears. To save the changes you made, click [Yes].

If you do not want to save the changes and want to quit editing, click [No].

To return to the editing screen, click [Cancel].

Printing

You can print documents created using Windows applications.

Open the application document you want to print or create a new document, and then perform the following procedure.

𝒯 Note

- □ You can set whether to print the documents that fail to print (when the machine has run out of toner, for example) in "User Parameters". Transmission using PC FAX driver may be impossible until reprinting is done. ⇒ p.141 "Changing the User Parameters" (Switch20, Bit1)
- ☐ You can set the time until attempting to print a document that failed to print occurs in "User Parameters". ⇒ p.141 "Changing the User Parameters" (Switch20, Bit2, 3, 4, 5)
- 1 On the [File] menu, click [Print].
- 2 Click [LAN-Fax M1] in [Printer Name], and then click [OK].

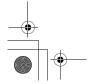
- ☐ The setting method may differ depending on the application you are using. In all cases, select [LAN-Fax M1] for the printer.
- 3 Click [Print].

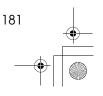
LAN FAX Operation messages

Note

□ You can set whether the PC FAX error report is automatically printed when the documents fail to print in "User Parameters". Transmission using PC FAX driver may be impossible until reprinting is done. ⇒ p.141 "Changing the User Parameters" (Switch20, Bit0)

Message	Causes and Recommended Actions
The number of entries in Destinations exceeds the limit.	The number of destinations specified exceeds the maximum possible. The maximum number of destinations
Up to 100 entries can be entered.	that can be specified at one time is 100 (Up to 200 with optional Fax Function Upgrade Unit, up to 500 with optional Expansion Memory.).





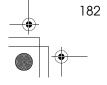




PC FAX Features











When Toner Runs Out

When the machine has run out of toner a symbol appears on the display. Note that even if there is no toner left, you can still send fax messages.

∰Important

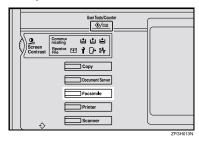
☐ If you continue receiving and sending faxes after toner runs out, communication will not be possible after 400 communications (800 with optional Expansion Memory installed).

Limitation

- ☐ The Memory Storage Report, Polling Reserve Report and Confidential File Report are not printed.
- 1 Make sure that the machine is in Facsimile mode and the standby display is shown.

𝚱 Note

☐ If the standby display is not shown, press the **[Facsimile]** key.



2 Press [Exit].

The error display closes.

⇒ Chapter 2, "Memory Transmission" or "Immediate Transmission" in the Basic Features manual





•



When Power is Turned Off or Fails

Even if the **Main Power** switch is turned off, the contents of the machine's memory (programmed numbers etc.) will not be lost. However, if power is lost for about 1 hour through the **Main Power** switch being turned off, a power cut or the power cable being removed, contents of the Fax memory will be lost. Lost items will include any fax messages stored in memory using Memory Transmission or Reception.

If a file has been deleted from memory, a Power Failure Report is automatically printed as soon as power is restored. This report can be used to identify lost files. If an original stored by Memory Transmission was lost, re-send it. If a message received by Memory Reception or Substitute Reception was lost, ask the sender to re-send it. If an Auto Document was lost, you will need to store it in memory again.

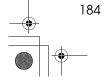
∰Important

Troubleshooting

- ☐ Make sure that 100% is shown on the display before you unplug the machine. If a lower value is shown, some data is currently stored in memory.
- ☐ Right after a power failure, the internal battery needs to be sufficiently recharged to guard against future data loss. Please keep the machine plugged in and the **Main Power** switch on for about 24 hours after the power loss occurs.









11. Appendix

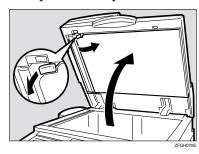
Replacing the Stamp Cartridge

The ADF is required.

When the stamp becomes lighter, replace the cartridge.

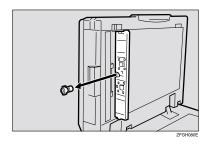
Ø Note

- ☐ Use the cartridge specified for this machine.
- 1 Lift the document feeder (ADF) and open the stamp cover.



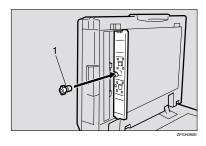
2 Pull out the cartridge.

Tap the cartridge lock lever lightly in order to pull out the cartridge. Remove the cartridge by pressing the lock lever.

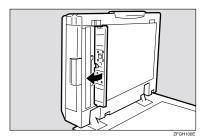


3 Set a new cartridge.

Insert the cartridge until its metal parts are not visible.



- 1. New Cartridge
- 4 Replace the stamp cover until it clicks.



5 Close the document feeder.







Appendix

Connecting the Machine to a Telephone Line and Telephone

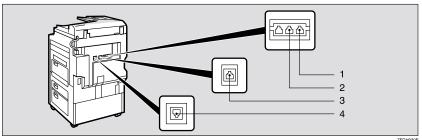
Connecting the Telephone Line

To connect the machine to a telephone line, use a snap-in modular type connector.

∰Important

☐ Make sure the connector is the correct type before you start.

Where to connect the machine

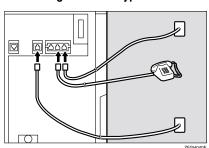


ZFGH

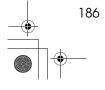
- 1. G3
- 2. External Telephone

- 3. Extra G3
- 4. G4

When using a modular type connector



11









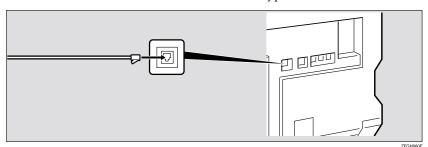
Connecting the Machine to ISDN

RusC2FaxADEN-F_V4_FM.book Page 187 Monday, August 20, 2001 10:52 AM

Optional ISDN Unit required.

For details about how to install the optional ISDN Unit, please contact your service representative.

Connect the machine to the ISDN with a modular type connector.



Connecting The Optional External Telephone

You can connect the handset and an external telephone to the machine. You can use them for telephone calls.

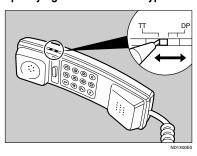
Note

☐ Some telephone may not be connected or may suffer reduced functionality.

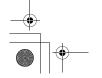
Limitation

☐ When you use the handset or an optional external telephone with the On Hook Dial key for telephone calls, you can not talk with the other party without pressing the On Hook Dial key after taking off the receiver.

Specifying the handset line type



The switch on the handset should be in the appropriate position-TT (Tone Dialing) or DP (Pulse Dialing).











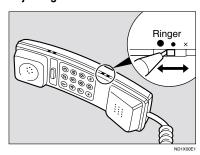






Appendix

Adjusting the handset bell volume



Adjust the handset ringer volume using the volume switch.

Selecting the Line Type

Select the Line type to which the machine is connected. There are two types: tone and pulse dial.

Select the Line Type using "PSTN Line Type" in "Key Operator Settings". The default settings is "Tone". ⇒ p.172 "Selecting Dial/Push Phone"

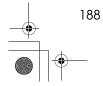
Multi-port

When the optional ISDN Unit or optional Extra G3 Interface Unit is installed, communications can take place simultaneously through multiple lines.

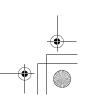
Option	Available Line Types	Available Protocol Combinations
Without option	PSTN	G3
Extra G3 Interface Unit	PSTN+PSTN	G3+G3
ISDN Unit	PSTN+ISDN	G3+G4
		or
		G3 (ISDN)+G4
	ISDN	G3 (ISDN)+G4
Extra G3 Interface Unit+IS-	PSTN+PSTN+ISDN	G3+G3+G4
DN Unit		or
		G3+G3(ISDN)+G4
	PSTN+ISDN	G3+G3(ISDN)+G4
		or
		G3 (ISDN)+G3(ISDN)

Note

- ☐ A maximum of three communications can take place simultaneously.
- ☐ You cannot perform three Immediate Transmissions simultaneously.
- ☐ If three fax messages are received simultaneously, they cannot be printed out at the same time.
- ☐ If three communications are in progress, the display shows the first communication that was initiated.











Optional Equipment

Optional Equipment

Fax Function Upgrade Unit

JBIG compression for transmission/reception becomes possible.

You can extend the following features.

Function	Without Fax Function Upgrade Unit	With Fax Function Upgrade Unit
Quick Dial	400	1,200
Memory Transmission file	400	800
Auto Document	6	18
Specific Sender	30	50
Program	100	200

Expansion Memory (32MB: DIMM)

This allows you to send and receive fax messages at high resolution (Fine or Super Fine). If you need this option, please consult your service representative.

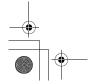
Function	Without Expansion Memory	With Expansion Memory	With Expansion Memory and Fax Function Upgrade Unit
Memory capacity for Memory Transmis- sion	160 sheet	1000 sheet	2080 sheet
Memory capacity for storing in memory	Maximum 400 sheet	Maximum 1000 sheet	Maximum 3000 sheet

Note

☐ The above figure is for an ITU-T No.1 chart printed on this supplier's standard A4 paper and scanned in using the following settings:

• Resolution: Standard • Image Density: Auto Original Type: Text













Appendix

ISDN Unit (ISDN Option Type 1027)

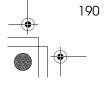
This allows you to send and receive messages via ISDN (Integrated Service Digital Network).

Extra G3 Interface Unit (G3 Interface Unit Type 1027)

This option provides one Extra G3 line connection.













Specifications

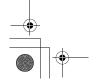
Specifications

Standard	G3, G4 (option)	
Resolution	G3:	
	8×3.85/mm •200×100dpi (Standard), 8×7.7/mm •200×200dpi (Detail), 8×15.4/mm •200×400dpi (Fine), 16×15.4/mm •400×400dpi (Super Fine: optional Expansion Memory required)	
	G4:	
	200×100dpi (Standard), 200×200dpi (Detail), 400×400dpi (Super Fine: optional Expansion Memory required)	
Transmission Time	G3: 3 seconds at 28,800bps, Standard resolution	
	G4: 3 seconds, Detail resolution	
Data Compression Method	MH, MR, MMR, JBIG (optional Fax Function Upgrade Unit required)	
Maximum Original Size	Standard size: A3/DLT Irregular size: 304×432mm	
Maximum Scanning Size	297×1200mm/11"×47"	
Print Process	Printing on standard paper using a laser	
Transmission Speed	G3:	
-	33,600/31,200/28,800/26,400/24,000/21,600/19,2 00/16,800/14,400/12,000/9,600/7,200/4,800/2,40 0bps (auto shift down system)	
	I G3: max 26,400bps	
	G4:	
	64/56kbps (auto speed matching)	

♦ Power Consumption

Energy Saver (Auto Off) mode	about 9W
Standby mode	about 150W
Transmission	about 165W
Reception	about 155W
Printing (Average)	about 385W
Maximum Power Consumption	about 1500W



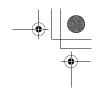








Appendix



Acceptable Types of Originals

Make sure your originals are completely dry before setting them in the machine. Originals containing wet ink or correcting fluid will mark the exposure glass and the resulting image will be affected.

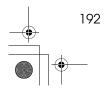
Acceptable Original Sizes

Where Original is Set	Acceptable Original Size	Maximum Number of Sheets	Paper Thickness
Exposure Glass	Maximum A3 (297×420mm), 11"×17" (279×432mm)	1	
Document Feeder (ADF), single-sided document	Fax transmission: A5	50 sheets (80g/m², 20lb)	40–128g/m ² (35–110kg, 11-34lb)
Document Feeder (ADF), double-sided document	Fax transmission: A5 🖸 🗗 to A3 🗗 (up to 432mm long) 8"×51/2" 🗗 🗗 to 11"×17" 🗖	50 sheets (80g/m², 20lb)	52–105g/m ² (45–90kg, 14–28lb)

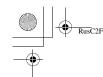
Originals unsuitable for the Document Feeder (ADF)

Do not place the following types of originals in the Document Feeder (ADF) because they may be damaged. Place them on the exposure glass instead.

- Originals of sizes other than those specified in the previous table
- Originals containing staples or clips
- Perforated or torn originals
- Curled, folded, or creased originals
- · Pasted originals
- Originals with any kind of coating, such as thermosensitive paper, art paper, aluminum foil, carbon paper, or conductive paper
- Originals with index tabs, tags, or other projecting parts
- Sticky originals, such as translucent paper
- Thin and soft originals
- Originals of inappropriate weight (see table above)
- · Originals in bound form, such as books
- Transparent originals, such as OHP transparencies or translucent paper









Original Sizes Difficult to Detect

The machine finds it difficult to detect the size of the following kinds of originals. If this happens, the receiving machine may not select print paper of the correct size

- Documents set on the exposure glass of sizes other than those listed in the table below
- Originals with index tabs, tags, or projecting parts
- Transparent originals, such as OHP transparencies or translucent paper
- · Dark originals with many characters or drawings
- Originals which partially contain solid printing
- Originals which have solid printing at their edges

The following paper sizes are automatically detected in Facsimile mode.

Inch version

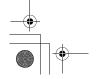
Paper Size Where Original is Set	11"×17"(DLT)	8 ¹ / ₂ "×14"(LG)	8 ¹ / ₂ "×11"(LT) □□□	5 ¹ / ₂ "×8 ¹ / ₂ " (HLT)
Exposure Glass	О	О	О	×
Document Feeder (ADF)	0	0	О	О

O - Auto detect

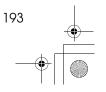
× - Unable to auto detect













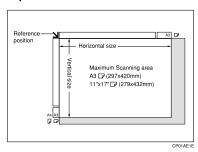




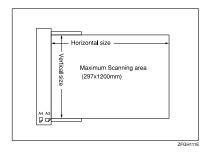
Appendix

Paper Size and Scan Area

Exposure Glass



Document Feeder (ADF)



Limitation

- ☐ There may be a difference in the size of the image when it is printed at the destination.
- ☐ If you place an original larger than 11"×17" / A3 on the exposure glass, only an area of 11"×17"/A3 is scanned.

Note

- ☐ Even if an original is correctly placed on the exposure glass or in the Document Feeder (ADF), a margin of 3mm around each edge of the original may not be sent.
- ☐ In the receiver uses paper of smaller width than the original, the image will be reduced to fit the paper. ⇒ p.69 "Auto Reduction"
- ☐ The machine detects paper sizes in the following ways.
 - When you place an original in the Document Feeder (ADF), an original wider than about 10.4"(268mm) is scanned as 11". An original narrower than about 10.4"(268mm) is scanned as 10", about 9.3"(235mm) is scanned as $8^{1}/_{2}$ ". Originals up to 1,200mm in length can be scanned.









Acceptable Types of Originals

· Refer to the table below for the sizes the machine can detect when you place an original on the exposure glass. Because the machine scans in nonstandard size documents as one of the standard sizes, parts of the image may be truncated depending on the length of the document. For details about how to set non-standard size documents. ⇒ p.121 "Programming and Changing a Scan Size".

	Length			
		~12.5"	12.5"~13.5"	13.5"~
Width	~9.6"	8 ¹ / ₂ "×11" □	8 ¹ / ₂ "×13"□	8 ¹ / ₂ "×14"□
Width	9.6"~10.6"	8"×10" 🔽	not detected	10"×14"□
	10.6"~	8 ¹ / ₂ "×11" □	not detected	11"×17"□

Maximum Scan Area

Memory Transmission/Immediate Transmission

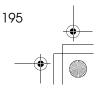
- From the Document Feeder (ADF): 11"×47"/297×1,200mm (W×L)
- From the exposure glass: 11"×17"/297×432mm (W×L)













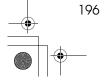




Function List

Transmission Mode

Feature name	Description	Reference
Send Later	Sets the machine to automati- cally start transmission or polling reception at an ap- pointed time	⇒ p.4 "Sending at a Specific Time (Send Later)"
Priority Transmission	You can have your message sent before any other queued messages.	⇒ p.6 "Priority Transmission"
Confidential TX	Sends a confidential message. This feature is divided into Default ID Confidential Transmission and Override ID Confidential Transmission.	⇒ p.7 "Confidential Transmission"
Polling Transmission	Upon request from a destination, the machine sends an original stored in memory. This feature is divided into ID Polling Transmission and Override ID Polling Transmission.	⇒ p.9 "Polling Transmission"
Polling Reception	Sends a transmission request to the other party and receives a message from the sender. This feature is divided into Default ID Polling Reception and ID Override Polling Re- ception.	⇒ p.12 "Polling Reception"









Function List

Advanced Features

Options	Description	Reference
TX SUB Code	You can send and receive confidential faxes to and from other maker's machines that have the SUB/SID feature.	⇒ p.43 "SUB Code"
RX SEP Code	If you wish receive a message stored in the memory of an- other party's fax machine, you can use this feature.	⇒ p.45 "SEP Code"
Transfer Req.	Sends an original to a destina- tion via a facsimile equipped with the transfer station capa- bility.	⇒ p.47 "Transfer Request"
Sub-address	Sends an original with a subaddress to a destination.	⇒ p.50 "Sub-address"
UUI	Sends an original with UUI to a destination.	⇒ p.51 "UUI"

Sub Transmission Mode

Feature name	Description	Reference
Book Fax	When sending a book-type original, this feature scans and sends the right and left pages one by one.	⇒ p.57 "Book Fax"
2–Sided TX	Use to send 2-Sided originals (double-sided originals) from the Document Feeder (ADF).	⇒ p.58 "2-Sided Transmission (Double-Sided Transmission)"
Std. Message	Use this feature to stamp a standard message at the top of the first original sent.	⇒ p.59 "Standard Message Stamp"
Auto Document	Stores a commonly used original and prints or sends it directly.	⇒ p.60 "Sending an Auto Document"
Select Stored File	Use this feature to send documents that are stored in the document server.	⇒ p.61 "Sending a Stored Document"
Stamp	Indicates that the original has been successfully stored in memory or successfully sent.	⇒ p.67 "Stamp"















Transmission Options

Options	Description	Reference
Fax Header Print	You can print a message including the name registered as the Fax Header on the received message for each file.	⇒ p.68 "Fax Header Print"
Label Insertion	If you register the receiver's name in a Quick Dial or Speed Dial, the receiver's name is automatically printed at the top of a sent message.	⇒ p.69 "Label Insertion"
Auto Reduce	If the receiver uses paper nar- rower than the message, the message is reduced to fit a pa- per size available on the re- ceiving party's machine before being sent.	⇒ p.69 "Auto Reduction"
Default ID TX	Sends an original only to a machine that has the same Polling ID as that registered in the machine.	⇒ p.70 "Default ID Transmission"
Stamp Sender Name	You can have the machine print a sender stamp on the right edge of your paper.	⇒ p.69 "Sender Stamp"
Reducd Image TX	Using this feature, your message is sent at a reduced size (93%) with a blank margin on the left.	⇒ p.69 "Reduced Image Transmission"











Function List

Communication Information

Feature name	Description	Reference
Print Journal	The Journal can be manually printed. This report shows the results of the last 50 communications.	⇒ p.25 "Printing the Journal"
TX File Status	Part of the Journal can be shown on the display. The re- sults of the last 50 transmis- sions are displayed from the latest one.	⇒ p.27 "Checking the Transmission Result (TX File Status)"
RX File Status	Part of the Journal can be shown on the display. The results of the last 50 receptions are displayed from the latest one.	⇒ p.28 "Checking the Reception Result (RX File Status)"
Memory Status	The status of the memory is shown on the display.	⇒ p.29 "Displaying the Memory Status"
Print Confidential RX File	Prints messages received in Confidential Reception mode.	⇒ p.30 "Printing a Confidential Message"
Print Memory Lock	Prints messages received in Memory Lock mode.	⇒ p.32 "Printing a File Received with Memory Lock"
Print Personal Box File	Prints messages received in Personal Box.	⇒ p.35 "Printing Personal Box Messages"
Store/Delete/Print Information Box File	Program, Delete, or Print messages in the Information Box.	⇒ p.36 "Information Boxes"















Appendix

Facsimile Features

Feature name	Description	Reference
Prog./Change/Delete		
Program/Change/Delete Quick Dial	When you register a destination in a Quick Dial, you can specify the destination by just pressing the Quick Dial key.	⇒ Chapter 3, "Quick Dial" in the Basic Features manual
Program/Change/Delete Group	If you program several destinations into a Group, you can dial with just a few keystrokes.	⇒ Chapter 3, "Groups" in the Basic Features manual
Change Order of Quick Dial Table	Use this feature to change the order of the registered Quick Dial Table. It would be convenient to list the receivers that you fax to frequently on the first page of the Quick Dial Table.	⇒ p.113 "Changing the Order of the Quick Dial Table"
Program Title of Quick Dial Table	Use this feature to add a name to the title of the Quick Dial Table in order to facilitate finding the desired registered destination.	⇒ p.114 "Programming Title of the Quick Dial Table"
Program/Change/Delete Standard Message	Use this feature to program standard messages to be printed at the top of the first page of the original.	⇒ p.116 "Programming Standard messages"
Store/Change/Delete Auto Document	Allows you to store a frequently used original in the machine's memory. You can print or send the original directly as necessary.	⇒ p.118 "Storing and Changing an Auto Document"
Program/Change/Delete Scan Size	Register a frequently used original size in advance when you send a message with the Irregular Scan Area function.	⇒ p.121 "Programming and Changing a Scan Size"









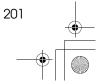
Function List

- I	
This feature allows you to print various reports and lists manually. You can print the following reports and lists: • Journal (⇒ p.25) • Quick Dial list (⇒ p.124) • Group Dial list (⇒ p.124) • Label Insertion list (⇒ p.124) • Program list(⇒ p.124) • Auto Document list (⇒ p.124)	⇒ p.124 "Reports/Lists"
Default transmission mode and scan settings. When the power is turned on, settings specified here are selected. • Memory/Immediate Transmission Switch • Text Size Priority • Original Type Priority • Auto Image Density • Adjust Scan Density • Switch Title of Quick Dial Table • Switch Display • Adjust Sound Volume • Program Fax Information • Fax Header Print Setting • Auto Reduced Image Setting • Closed Network Priority Setting • Scan End Reset • Transmission Stamp Priority tity • Line Priority Setting • Onhook Mode Release Time	⇒ p.125 "General Setting/Adjustment"
	manually. You can print the following reports and lists: Journal (⇒ p.25) Quick Dial list (⇒ p.124) Group Dial list (⇒ p.124) Label Insertion list (⇒ p.124) Program list(⇒ p.124) Auto Document list (⇒ p.124) Auto Document list (⇒ p.124) Default transmission mode and scan settings. When the power is turned on, settings specified here are selected. Memory/Immediate Transmission Switch Text Size Priority Original Type Priority Auto Image Density Adjust Scan Density Switch Title of Quick Dial Table Switch Display Adjust Sound Volume Program Fax Information Fax Header Print Setting Auto Reduced Image Setting Closed Network Priority Setting Scan End Reset Transmission Stamp Priority Line Priority Setting Onhook Mode Release















Appendix

Feature name	Description	Reference
Reception Mode	Allows you to switch the following reception functions to on or off: • Switch Reception Mode ⇒ p.83, ⇒Chapter 2, "Selecting the Reception Mode" in the Basic Features manual • Authorized Reception (⇒ p.132) • Forwarding (⇒ p.150) • Reception File Print Quantity (⇒ p.150) • 2–Sided Print (⇒ p.87) • Reception Reverse Printing (⇒ p.90) • Paper Tray (⇒ p.151) • G3/G4 Separate Tray (⇒ p.133) • Checkered Mark (⇒ p.86) • Print Reception Time (⇒ p.87)	⇒ p.131 "Reception Mode"
Key Operator Tools	1 /	
Transmission Page Count	Check the transmission and reception totals on the display.	⇒ p.135 "Counters"
Forwarding	Transfers received messages to a registered receiver (forwarding destination).	⇒ p.136 "Forwarding"
Memory Lock RX	Switch the Memory Lock to on or off. To use it, register an ID for printing a message received in Memory Lock mode.	⇒ p.139 "Memory Lock"
ECM	If a part of transmission fails due to a telephone line fault, this feature resends the failed part automatically.	⇒ p.140 "ECM"
Parameter Setting	Allows you to change and print the function settings to meet your needs.	⇒ p.141 "Changing the User Parameters"
Program Special Sender	By programming particular receivers as Special Sender in advance, you can have Special Senders treated differently.	⇒ p.148 "Programming/Changing Special Senders"







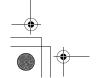




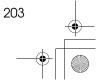


Feature name	Description	Reference
Box Setting	By using SUB and SEP Codes with these functions, you can send messages to another party's box and retrieve messages stored in boxes.	⇒ p.155 "Box Settings"
Transfer Report	Before using Transfer Request, you need this Transfer Report setting.	⇒ p.167 "Transfer Report"
Program Confidential ID	Register an ID required for Confidential communication.	⇒ p.169 "Programming a Confidential ID"
Program Polling ID	Register an ID required for Polling communication.	⇒ p.170 "Programming a Polling ID"
Program Memory Lock ID	Register an ID required for Memory Lock reception.	⇒ p.171 "Programming a Memory Lock ID"
Select Dial/Push Phone	Select a Line type when you connect the machine to a G3 analog line.	⇒ p.172 "Selecting Dial/Push Phone"
Program ISDN-G3 Line	Program Own Fax Numbers, and sub-addresses when you connect the machine to ISDN.	⇒ p.173 "Programming ISDN G3 Line"
Program ISDN-G4 Line	Program your own fax number, TID (Terminal ID) and sub-address when you connect the machine to a G4 digital line.	⇒p.174 "Programming ISDN G4 Line"











INDEX

180 Degree Rotation Printing, 88 2-Sided Printing, 80, 87 2-Sided Transmission, 58 2-Sided TX, 197

Α

Acceptable Types of Originals, 192 Accessories, 178 Adding a Destination, 19 Address Book, 180 Attaching a Cover Sheet, 179 Auto Document, 60, 118, 197, 200 Auto Fax RX Power-up, 85 Auto Identification, 56 Automatic Redial, 74 Auto Reduce, 198 Auto Reduction, 69

В

Basic Transmission, 179 Batch Transmission, 74 Book Fax, 57, 197 Box Settings, 155

C

Canceling a Transmission, 17 Center Mark, 86 Chain Dial, 41 Changing a Destination, 18 Changing Key Operator Settings, 135 Changing the Line Type, 55 Changing the Transmission Time, 20 Checkered Mark, 86 Checking/Canceling TX Files, 15 Checking the Transmission Result (TX File Status), 27 CIL, 91 CIL/TID Print, 91 Combine 2 originals, 80,89 Communication Failure Report, 78 Communication Information, 199 Confidential File, 82 Confidential File Indicator, 82

Confidential File Report, 31 Confidential Message, 30 Confidential Transmission, 7 Counters, 135, 202 CSI→Own Fax Number, 81

D

Default ID/Free Polling RX (Reception), 12 Default ID Polling TX, 10 Default ID TX, 9, 198 Deleting Information Boxes, 161 Deleting Information Box Messages, 39 Deleting Personal Boxes, 158 Deleting Programmed Destinations, 180 Deleting Transfer Boxes, 165 Dual Access, 75

Ε

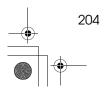
ECM, 74, 140, 202 Economy Transmission Time, 4 Editing Programmed Destinations, 180 End Receiver, 47, 49, 83 Expansion Memory, 189 Extra G3 Interface Unit, 190

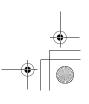
F

Facsimile Features, 200
Fax Function Upgrade Unit, 189
Fax Header Print, 68, 198
Forwarding, 136, 202
Forwarding Station, 137
Free Polling Transmission, 9
Free Polling TX, 10
Full/Partial agreement, 146
Function List, 196

G

General Settings/Adjustment Initial Setup TX, 109 Group Dial, 200









Handy Dialing Functions, 41

ID Override Polling Reception, 12 ID Override Transmission, 9, 10 ID Reception, 84 ID Transmission, 70 Image Rotation, 89 Immediate Reception, 79 Information Boxes, 36 ISDN, 187 ISDN G3 Line, 173 ISDN G4 Line, 174 ISDN Unit, 190

JBIG, 76,84 JBIG Reception, 84 JBIG Transmission, 76 Journal, 25

Κ

Key Operator Settings, 135 Key Operator Tools, 109 Keystroke Program, 97

Label Insertion, 69, 198 LAN FAX Operation messages, 181

M

Manual Dial, 54 Memory Lock, 32, 139 Memory Lock RX, 202 Memory Reception, 80 Memory Status, 29, 199 Memory Storage Report, 77 More Transmission Functions, 73 Multi-copy, 80 Multi-copy Reception, 88 Multi-port, 188 Multistep Transfer, 83

0

On Hook Dial, 53 Output Tray, 96

Page Reduction, 91 Page Separation and Length Reduction, 90 PC FAX Features, 177 PC FAX Properties, Setting, 178 Personal Boxes, 34 Polling Reception, 12, 196 Polling Reserve Report, 14 Polling Result Report, 14 Polling Transmission, 9 Polling Transmission Clear Report, 11 Print Completion Beep, 86 Print Confidential RX File, 199 Printed Report, 77 Printing, 181 Printing a File, 22 Printing Functions, 86 Printing Information Box Messages, 38 Printing Personal Box Messages, 35 Printing Special Sender List, 155 Printing the Box List, 166 Printing the Journal, 25 Print Journal, 199 Print List/Report, 109, 201 Print Memory Lock, 199 Print Personal Box File, 199 Print TX File List, 24 Priority Transmission, 6 Prog./Change/Delete, 109 Program/Delete, 113 Programming/Editing Information Boxes, 159 Programming ISDN-G3 Line, 173 Programming ISDN-G4 Line, 174 PWD, 46

Quick Dial, 200











R

RDS, 176 Receive File Indicator, 82 Reception, 79 Reception Features, 79 Reception Functions, 83 Reception Mode, 109 Reception Time, 87 Redial, 41 Registering/Editing Personal Boxes, 156 Reports/Lists, 124 Requesting Party, 47, 83 Re-sending a File, 23 Reverse Order Printing, 80, 90 RTI→Own Name, 81 RX File Status, 28, 199

S

Scan Size, 121 Selecting the Line Type, 188 Sender's Own Fax Number Print, 91 Sending at a Specific Time (Send Later), 4 Send Later, 196 SEP, 45 SID, 44 Simultaneous Broadcast, 75 Special Senders to Treat Differently, 146 Specifications, 191 Specifying Options, 179 Stamp, 67, 185 Store/Delete/Print Information Box File, 199 Storing Messages in Information Boxes, 36 Storing New Destinations, 180 SUB, 43 Sub-address, 50 Substitute Reception, 80, 82 Switches and Bits, 141 Switching Titles, 115

T

Telephone Line, 186 TID, 91 Toner, 183 Transfer Boxes, 162 Transfer Report, 167 Transfer Request, 47 Transfer Result Report, 84 Transfer Station, 47,83 Transmission Features, 41 Transmission Options, 68 Transmission Result Report (Immediate TX), 78 Transmission Result Report (Memory TX), 77 Transmission with Image Rotation, 75 Tray Shift, 96 Troubleshooting, 183 TX File, 15 TX File Status, 199

U

User Parameter List, 141 User Parameters, 141 User Tools, 109 UUI, 51



