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You can read the recommendations in the user guide, the technical guide or the installation guide for BROTHER FAX-930. You'll find the answers to all your questions on the BROTHER FAX-930 in the user manual (information, specifications, safety advice, size, accessories, etc.). Detailed instructions for use are in the User's Guide.

User manual BROTHER FAX-930  
User guide BROTHER FAX-930  
Operating instructions BROTHER FAX-930  
Instructions for use BROTHER FAX-930  
Instruction manual BROTHER FAX-930

brother.

## OWNER'S MANUAL

FAX-920  
FAX-930  
MFC-925  
FAX-940 E-mail



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**Manual abstract:**

K. @@@@ (This declaration applies to models that are marked as CE 0560X.) © 1998-2000 Brother Industries, Ltd. APPROVED FOR CONNECTION TO TELECOMMUNICATIONS SYSTEMS SPECIFIED IN THE INSTRUCTIONS FOR USE SUBJECT TO THE CONDITIONS SET OUT THEREIN. APPROVAL CERTIFICATE NUMBER : 608364 (MFC-925) 608363 (FAX-930) 650121 (FAX-940 E-mail) IMPORTANT SAFETY WARNING MAIN APPARATUS PORT (modular socket on "T" - shaped line cord connector for EXTENSION TELEPHONE or ANSWERING MACHINE) Please ensure that any external device connected into the equipment's external device socket meets the isolation and other safety requirements of BS6301, EN41003 or EN60950 (including Amendment 2). BAPT approval of such external devices indicates compliance with one of these safety standards. STATUTORY STATEMENTS Your Brother fax machine (the "series apparatus") may be used in conjunction with additional apparatus (the "main apparatus") supplied separately, such as telephones and/or an answering machine. The total REN must not in any case exceed 4; for an explanation of REN see chap. @@@@ These difficulties may include: (a) Difficulty in making calls. @@ALTERNATIVE ARRANGEMENTS SHOULD BE MADE FOR ACCESS TO EMERGENCY SERVICES.

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... 137 WARNING! Miscellaneous approval conditions National and European laws state that only approved apparatus may be connected to lines provided by Public Telecommunications Operators (PTOs).

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*In the case of analogue Group 3 fax machines such as your Brother fax, this usually implies compliance with national technical requirements, and an approval certificate issued by the national authorities in the country of original sale/import by Brother.*

*Any marking or certification of your fax machine to harmonised European "CE Mark" requirements for EMC (Electromagnetic Compatibility), and for user safety according to the European LVD (Low Voltage Directive), ARE NOT indicative of approval for connection to public telecommunications lines in a country other than that in which the equipment is approved. Brother advises that this product will not function correctly in a country other than that in which it was originally offered for sale, and does not offer any warranty in the event that this product is used on public telecommunication lines in a country other than that in which it is approved. Brother further advises that any use of this equipment in such other countries contravenes national and European laws and in so using, the user renders himself or herself liable to prosecution and possible forfeiture of equipment according to local regulations. CHAPTER Using This Manual Thank you for purchasing a Brother fax machine (FAX) or multifunction center (MFC). This machine has been designed to be simple to use, with LCD screen prompts to guide you through functions. However, you can use your machine to its fullest potential by taking a few minutes to read this manual.*

*Additionally, your machine has a Help Key. Press Help/Memory to print a list of basic operational steps and functions. 1 1 ONE Introduction Finding Information All chapter headings and subheadings are listed in the Table of Contents. You will be able to find information about a specific feature or function by checking the Index at the back of this manual.*

*Also, throughout this manual, you'll see special symbols alerting you to important information, cross-references, and warnings. Illustrations of some screen displays also help you choose the correct key-presses. 2 CHAPTER ONE Symbols Used In This Manual Note or additional information. The machine would be damaged or would not work correctly if this is not observed. Warning. Damage can result if this is not observed. About Fax Machines If you're a first-time fax machine user, fax operation might seem a little mysterious. You'll soon get used to the unusual fax tones on your phone line, and be able to send and receive faxes easily. Fax Tones and Handshake When someone is sending a fax, the fax machine sends fax calling tones, (CNG tones)--soft, beeps at 4-second intervals. You'll hear them when you dial and press Start, and they continue for about 40 seconds after dialling.*

*During that time, the sending machine must begin the "handshake" with the receiving machine. Each time you use automatic procedures to send a fax, you are sending CNG tones over the phone line. You'll soon learn to listen for these soft beeps each time you answer a phone on your fax line, so you can know if you are receiving a fax message. The receiving fax responds with fax receiving tones--loud, chirping sounds. A receiving fax chirps for about 40 seconds over the phone line, and the screen displays RECEIVE.*

*If your fax machine is set to the FAX ONLY Mode, it will answer every call automatically with fax receiving tones. Even if the other party hangs up, your fax machine continues to send the "chirps" for about 40 seconds, and the screen continues to display RECEIVE. To cancel the receiving mode, press Stop. INTRODUCTION 3 When your fax machine is in FAX/TEL (F/T) mode, it answers with a short beep. After this beep, the fax machine listens for CNG tones, and, if heard, it will respond with receiving tones.*

*The fax "handshake" is the time in which the sending machine's CNG tones and the receiving machines "chirps" overlap. This must be for at least 2 to 4 seconds, so the fax machines can understand how each is sending and receiving the fax. The handshake cannot begin until the call is answered, and the CNG tones only last for about 40 seconds after the number is dialled. Therefore, it's important for the receiving machine to answer the call in as few rings as possible. When you have an external telephone answering device (TAD) on your fax line, your TAD will determine the number of rings before the call is answered. Pay special attention to the directions in the Installation chapter for connecting a TAD to your fax machine. ECM (Error Correction Mode) The Error Correction Mode (ECM) is a way for the fax machine to check the integrity of a fax transmission while it is in progress. ECM transmissions are possible only between machines that both have the ECM feature. If they do, you may send and receive fax messages that are continuously checked for their integrity. Sufficient memory must be available in your machine for this feature to work.*

*4 CHAPTER ONE FAX-920 Control Panel Overview (MFC-925 panel keys are same as FAX-920) PLAIN PAPER FACSIMILE FAX - 920 Help/Memory 4 12 8 16 Set Verify / Mute ABC Mode Resolution DEF Menu 1 9 5 13 Super Tel-Index 2 10 6 14 3 11 7 15 1 2 3 4 Tel R Redial / Pause 1 GH I 2 J KL 3 MNO Shift Sort Copy 4 PQRS 5 TUV 6 WXYZ 7 8 0 9 Stop Start 10 Tone 5 6 7 8 9 1 Verify/Mute Lets you put calls on hold. Also, use this key to print the Transmission Verification Report for your last transmission. R Use this key to gain access to an outside line and/or to recall the operator or transfer a call to another extension when it is connected to a PABX. Redial/Pause Redials the last number called. Also inserts a pause in autodial numbers. Tel Use to shuttle the line between handset and monitor speaker. 5 Dial Pad Dials phone and fax numbers, and can be used as a keyboard for entering information into the fax machine. Tone Lets you switch the dialling type during a telephone call from PULSE to TONE. Copy Makes a copy. Stop Stops a fax, cancels an operation, or exits from function menu mode.*

*Start Starts an operation, such as sending a fax. Use this key when you want multiple copies of a multiple page original copied in order. 2 6 7 8 3 4 9 10 Sort INTRODUCTION 5 20 19 18 17 16 15 14 PLAIN PAPER FACSIMILE FAX - 920 Help/Memory 4 12 8 16 Set Verify / Mute ABC Mode Resolution DEF Menu 1 9 5 13 Super Tel-Index 2 10 6 14 3 11 7 15 13 12 1 R Redial / Pause Tel GH I 2 J KL 3 MNO Shift Sort Copy 11 4 PQRS 5 TUV 6 WXYZ 7 8 0 9 Stop Start Tone 11 Quick-Dial Keys 15 Menu These 8 keys can be used in three different ways: By just pressing each key you can access previously stored One Touch dialling numbers 1 to 8. By pressing a Quick-Dial key while holding the shift key down you can access One Touch dialling numbers 9 to 16.*



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Finally, Quick-Dial keys 1 to 4 (the top row) are also used in conjunction with the Super Tel-Index key.

12 Shift Lets you access the function menu and programming mode. 16 Resolution Sets the resolution when you send a fax or make a copy. 17 Mode Use to select how the fax machine will handle incoming calls. 18 Set Hold this down while pressing a QuickDial key to access One Touch dialling numbers 9 through 16. 13 Help/Memory Stores a function setting into the fax machine.

19 Liquid Crystal Display Prints a quick reference Help List. Also, lets you take advantage of memory transmission. 14 Super Tel-Index The LCD displays messages to help you set up and operate your fax machine. 20 Z (Left Arrow) X (Right Arrow) Lets you look up names and numbers stored in the Super Tel-Index dialling memory. (Volume) Moves the LCD cursor to the left or right. Adjust speaker and ring volume. 6 CHAPTER ONE FAX-930 (and FAX-940 E-mail) Control Panel Overview FAX-930 Record Erase Play DIGITAL TAD Set Mode Resolution ABC DEF Menu 1 9 5 13 Super Tel-Index 2 10 6 14 3 11 7 15 Help/Memory 4 12 8 16 1 MIC Verify / Mute 2 3 4 5 1 R Redial / Pause Speaker Phone GH I 2 J KL 3 MNO Shift Sort Copy Tone 13 12 4 PQRS 5 TUV 6 WXYZ 7 8 0 9 Stop Start RWD FWD 6 1 7 6 8 8 9 10 11 MIC (Microphone) Picks up your voice when you speak to another party using Speaker Phone. Verify/Mute Lets you put calls on hold. Also, use this key to print the Transmission Verification Report for your last transmission. R Use this key to gain access to an outside line and/or to recall the operator or transfer a call to another extension when it is connected to a PABX.

Redial/Pause Redials the last number called. Also inserts a pause in autodial numbers. Speaker Phone Lets you speak to the person at the other end and dial telephone and fax numbers without lifting the handset. RWD( ) FWD(#) Use to repeat or skip to the next voice message during playback. Dial Pad Dials phone and fax numbers, and can be used as a keyboard for entering information into the fax machine. Tone Lets you switch the dialling type during a telephone call from PULSE to TONE. Copy Makes a copy. Stops a fax, cancels an operation, or exits from function menu mode. 2 9 10 Stop 3 11 Start Starts an operation, such as sending a fax. 12 Sort (For FAX-930 only) 4 Use this key when you want multiple copies of a multiple page original copied in order.

13 Quick-Dial Keys 5 6 7 These 8 keys can be used in three different ways: By just pressing each key you can access previously stored One Touch dialling numbers 1 to 8. By pressing a Quick-Dial key while holding the shift key down you can access One Touch dialling numbers 9 to 16. Finally, Quick-Dial keys 1 to 4 (the top row) are also used in conjunction with the Super Tel-Index key. INTRODUCTION 7 \* FAX-940 E-mail panel keys are almost same as FAX-930. Please refer to FAX+E-MAIL GUIDE BOOK for the exact control panel.

27 26 25 FAX-930 Record Erase Play 24 23 22 21 20 19 18 17 16 DIGITAL TAD Set Verify / Mute ABC Mode Resolution DEF Menu 1 9 5 13 Super Tel-Index 2 10 6 14 3 11 7 15 Help/Memory 4 12 8 16 15 14 MIC 1 R Redial / Pause Speaker Phone GH I 2 J KL 3 MNO Shift Sort Copy Tone 4 PQRS 5 TUV 6 WXYZ 7 8 0 9 Stop Start RWD FWD 14 Shift 21 Record Hold this down while pressing a QuickDial key to access One Touch dialling numbers 9 through 16. 15 Help/Memory Lets you record Outgoing Message (OGM), memos and telephone calls, and store information for Message Manager Plus features. 22 Menu Prints a quick reference Help List. Also, lets you take advantage of memory transmission. 16 DIGITAL TAD Lets you access the function menu and programming mode.

23 Resolution Lets you activate Message Manager. 17 Super Tel-Index Sets the resolution when you send a fax or make a copy. 24 Mode Lets you look up names and numbers stored in Super Tel-Index dialling memory. 18 Play Use to select how the fax machine will handle incoming calls. 25 Set Lets you listen to voice messages and outgoing messages, and print fax messages stored in memory. 19 Message Indicator Light Stores a function setting into the fax machine.

26 Liquid Crystal Display Reminds you that you have voice or fax messages in the memory. 20 Erase Lets you delete voice messages, fax messages or all messages. The LCD displays messages to help you set up and operate your fax machine. 27 Z (Left Arrow) X (Right Arrow) (Volume) Moves the LCD cursor to the left or right.

Adjust speaker and ring volume. 8 CHAPTER ONE CHAPTER Packing List Document Support 2 (Example for U.K.) 9 TWO Installation Make sure you have the following items: Paper Support Paper Wire Extension Telephone Line Cord Telephone Handset Starter Printing Cartridge (up to 90 pages) Handset Curled Cord Multi-Function Link CD ROM\* FAX-940 E-mail Keyboard\*\* FAX+E-Mail Guide Book\*\* Quick Start Guide for Multi-Function Link Pro for Fax\* Cable & PC I/F Box\* Owner's Manual \* ..... Only for MFC-925 \*\* ..... Only for FAX-940 E-mail Whenever you transport the machine, use the packing materials that came with your machine and pack the machine correctly. 10 CHAPTER TWO Choosing a Location Place your fax machine on a flat, stable surface, such as a desk. Select a place that is free of vibration and shocks. Locate the machine near a telephone jack and a standard, grounded power outlet. Avoid placing your machine in a high-traffic area. Do not place near heaters, air conditioners, water, chemicals or refrigerators. Do not expose the machine to direct sunlight, excessive heat, moisture or dust.

Do not connect your machine to electrical outlets controlled by wall switches or automatic timers. Disruption of power can wipe out information in the unit's memory. Do not connect your machine to electrical outlets on the same circuit as large appliances or other equipment that might disrupt the power supply.

Avoid interference sources, such as speakers or the base units of cordless phones. Caution 1 Never install telephone wiring during a thunder storm.

2 We recommend that this product be used with a surge protection device to protect the product against lightning. specifically designed for a wet location. 3 Never install a telephone jack in a wet location unless the jack is 4 Never touch telephone wires or terminals that are not insulated unless the telephone line has been disconnected at the network interface. 5 Use caution when installing or modifying telephone lines. 6 Avoid using a telephone (other than a cordless type) during an electrical storm.

There may be a remote risk of electric shock from lightning.



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leak. 7 Do not use the telephone to report a gas leak in the vicinity of the 8 For PLUGGABLE EQUIPMENT, the socket should be located near the equipment and should be easily accessible. I N S T A L L A T I O N 11 Legal and safety requirements Telecommunication Authorities (P.T.T.s) require that this product is manufactured specifically for the country into which it is originally imported for sale by Brother. Brother advises that this product may not function correctly and does not offer any warranty should this product be used on any other public exchange equipment other than that of the original country of sale. Brother also advises that any use of this equipment in other countries may render the user to prosecution according to local regulations. Assembly Attach the Document Support Attach the document support into the opening as shown in the illustration below.

Document Support 12 CHAPTER TWO Attach the Paper Wire Extension and Paper Support 1 Attach the paper wire extension. Paper Wire Extension 2 Insert the paper support to the depth shown, then pull it out until you feel it click into place. Paper Support I N S T A L L A T I O N 13 Install the Printing Cartridge 1 Open the front cover. Front Cover 2 Open the top cover, pressing the blue lever on both sides of the top cover. Blue Lever Top Cover 14 CHAPTER TWO 3 Remove the stopper from the printing cartridge. Stopper 4 Turn the black spool on the right clock wise to tighten the ribbon as shown. Indented Arrow Black Spool 5 Install the printing cartridge by inserting the indented placing the cartridge into its four holders. first and 6 Push down on both sides of the top cover to close securely. 7 Close the front cover. The starter cartridge prints approximately 90 pages.

I N S T A L L A T I O N 15 Load Paper The paper cassette can hold about 100 sheets of paper. 1 Open the paper cover. 2 Place up to 100 sheets of paper in the cover. Do not allow the level of paper to pass the maximum paper line on the paper guides. Maximum Paper Line 3 Close the paper cover.

Paper Guides Acceptable Paper Size : A4 Weight : 64 g/m<sup>2</sup> 90 g/m<sup>2</sup> Thickness : 0.08 0.10 mm Connect the Handset Connect the curled handset cord to the bottom of the handset and to the side of the machine. (Example for U.K.

) 16 CHAPTER TWO Connect the Power Cord When you connect the power, the screen displays 01/01 00:00 FAX. NOTICE: 1) This fax must be earthed using a 3-pin plug. 2) Since the machine is earthed through the power outlet, you can protect yourself from potentially hazardous electrical conditions on the telephone network by keeping the power to your machine on when you connect it to a telephone line. Similarly, you can protect yourself when you want to move your machine, by disconnecting the telephone line first, and then the power cord. 3) Lightning and power surges can damage this product! We recommend that you use a quality surge protection device on the AC power line as well as on the telephone line, or unplug the lines during a lightning storm. IMPORTANT: If you need to remove the moulded mains plug in order to fit an appropriate type, you must discard the moulded plug immediately having cut it off, in order that it is not inadvertently inserted into a live socket, thus presenting a shock hazard. The wires in the mains lead of this apparatus are coloured in accordance with the following code. Green-and-yellow : Earth Blue : Neutral Brown : Live As the wires in the mains lead of this apparatus may not correspond with the coloured markings identifying the terminals in your plug, proceed as follows: The wire which is coloured green-and-yellow must be connected to the terminal in the plug which is marked by or coloured the letter "E" or by the safety earth symbol green or green-and-yellow. The wire which is coloured blue must be connected to the terminal which is marked with the letter "N" or coloured black. The wire which is coloured brown must be connected to the terminal which is marked with the letter "L" or coloured red.

Connect the Telephone Line Connect one end of the telephone line cord to the jack labelled LINE on the left side of the machine. Connect the other end to a wall jack. I N S T A L L A T I O N 17 IMPORTANT: The PC interface is a SELV (Safety Extra Low Voltage) port as defined in EN41003. It must only be connected with a SELV circuit; only the MFL Pro for Fax cable kit (available in an option pack), satisfies this requirement. Multi-Line Connections (PABXs) Most offices use a central telephone system. While it is often relatively simple to connect the machine to a key system or a PABX (Private Automatic Branch Exchange), we suggest that you contact the company that installed your telephone system and ask them to connect the machine for you. It is advisable to have a separate line for the machine. You can then leave the machine in FAX ONLY Mode to receive faxes any time of day or night. If the machine is to be connected to a multi-line system, ask your installer to connect the unit to the last line on the system. This prevents the unit from being activated each time a telephone call is received.

If you are installing the machine to work with a PABX: 1 It is not guaranteed that the unit will operate correctly under all circumstances with a PABX. Any cases of difficulty should be reported first to the company that handles your PABX. 2 If all incoming calls will be answered by a switchboard operator, it is recommended that the Answer Mode be set to MANUAL. All incoming calls should initially be regarded as telephone calls. service.

3 The unit may be used with either pulse or tone dialling telephone Ringer Equivalence Number (REN) This equipment has a REN value of 1. A BT line has a "bell ringing" capacity, or REN, of 4. This means that adding downstream-connected extension telephones and/or extension bells to a total REN of greater than 4 may cause a reduction in the bell volume. In extreme cases, it may cause the auto-answer facility of the machine to fail. Therefore, up to three additional extension telephones (each assuming a REN of 1), may be connected downstream of your machine.

For an explanation of "downstream connection, read "Using extension telephones" which follows. Unless otherwise marked, a telephone provided by BT may be assumed to have a REN value of 1. 18 CHAPTER TWO Using Extension Telephones It may be that your premises are already wired with parallel extension telephones, or you intend to add extension telephones to your line, in addition to your machine. While the simplest arrangement is straightforward parallel connection, there are some reasons as to why this arrangement will cause unsatisfactory service, the most obvious of which is inadvertent interruption of a facsimile transmission by someone picking up an extension telephone in order to make an outgoing call.



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Additionally, remote activation may not operate reliably in such a simple configuration. This machine may also be set to make a delayed transmission (i.e. a transmission at a pre-set time). This pre-set job may coincide with someone picking up an extension handset. Such problems can easily be eliminated however, if you arrange modification of your extension wiring circuit, such that extension devices are connected "downstream" of your machine, in a master/slave configuration.

In such a configuration, this machine can always detect whether a telephone is in use, thus it will not attempt to seize the line during that time. This is known as "telephone off-hook detection." The inadvisable configuration is shown in figure 1 below, and the recommended master/slave configuration is shown in figure 2. This new connection configuration can be arranged by your contacting BT, Kingston upon Hull Telecommunications, your PABX maintainer or a qualified telephone installation company as appropriate. Simply explained, the extension telephone circuit should be terminated on a normal modular plug (BT 431A style), which in turn should be inserted into the modular socket of the white "T"-shaped connector provided as part of the line cord assembly.

EXTENSION SOCKET EXTENSION SOCKET MASTER SOCKET INCOMING LINE FAX INADVISABLE CONNECTION OF EXTENSION SOCKETS Fig. 1. DISCONNECT EXTENSION SOCKET EXTENSION SOCKET MASTER SOCKET INCOMING LINE FAX FAX MACHINE MUST BE PLUGGED INTO MASTER SOCKET RECOMMENDED CONNECTION OF EXTENSION SOCKETS Fig. 2. I N S T A L L A T I O N 19 Connecting an External Telephone Answering Device (TAD) Connections 1 You may connect an external TAD to your machine, as shown below.

TAD TAD (Example for U.K.) 2 Set the number of rings to one or two on your external TAD. (The fax machine's Ring Delay setting does not apply.) 3 Record the outgoing message on your external TAD (see below).

4 Set the external TAD to answer calls. 5 Set MESSAGE STORE (Function menu 8-1) to VOICE:EXT. (Only for FAX-930 and FAX-940 E-mail) 920 and MFC-925) 6 Set the Answer Mode to TAD:ANSWER MACH. (Only for FAX on the FAX-930 and FAX-940 E-mail, set the Answer Mode to TAD:MSG MGR. Do not connect a TAD elsewhere on the same phone line your machine and TAD will both try to control the line.

Outgoing Message (OGM) of External TAD Timing is important in recording this message. 1 Record four seconds of silence at the beginning of your message. 2 Try to record the shortest possible message on your telephone answering device (ideally less than 10 seconds). (This allows your machine time to listen for the fax CNG tones of automatic transmissions before they stop.) 20 CHAPTER TWO 3 End your message by giving your Remote Activation Code for people sending manual faxes. For example: "After the beep, leave a message or send a fax manually by pressing 51." Please note that some faxes that are sent manually cannot be received automatically because some fax machines do not send a fax tone in manual mode. In these cases you must inform callers that they must enter the remote activation code to send a fax. Sequence of External TAD Reception When you leave your machine set in TAD mode, all calls will be answered by the externally connected telephone answering device, and fax calls will be received automatically provided they come from a machine which sends standard CalliNG tone (CNG). Incoming Call The call is picked up by the TAD.

(Recommended short TAD ring delay such as 1 or 2 rings.) Fax reception is automatically activated by fax tone. Auto dial fax call The external TAD outgoing message begins (recommended length of 10 seconds or less). Manual fax call The caller must press Start or enter your remote activation code to activate the machine and press Start. Voice call The fax message is received on paper. The caller leaves a voice message on the external TAD. The fax message is received on paper. The caller can also send a fax message after the voice message. I N S T A L L A T I O N 21 Connecting an External Telephone Your machine is equipped with a handset that you can use as a regular phone. However, you can also connect a separate telephone to your machine, as shown below. (Example for U.K.) External Telephone Extension Telephone Whenever this external phone (or TAD) is in use, the screen displays EXT. TEL IN USE, and, if the fax handset is lifted, an alarm sounds. To disconnect the call on the external phone and switch to the fax, lift the handset and press Tel or just press Speaker Phone.

22 CHAPTER TWO Changing the Ribbon 1 Remove the printing cartridge containing the used ribbon from the machine. (See this chapter "Install the Printing Cartridge".) Position the printing cartridge (as shown in the illustration) paying special attention to the position of the blue gear. For optimum print quality and product performance within published specifications, use only the correct Brother replacement ribbon. The use of other ribbons may invalidate your warranty.

Refer to "Accessory List" in this manual for the replacement ribbon. Blue Gear 2 Take the ribbon out of the cartridge. Used Ribbon Cartridge I N S T A L L A T I O N 23 3 Remove the gears and spools from the ends of the cardboard cores. Blue Gear White Gear Black Spool 4 Install the gears and spools into the cardboard cores of the new ribbon. Pay special attention to the position of the ribbon as shown in the illustration. Blue Gear New Ribbon White Gear Black Spool 24 CHAPTER TWO 5 Place the ribbon in the cartridge as shown in the illustration. Make sure the gears and spools are positioned correctly. Blue Gear White Gear Black Spool See "Install the Printing Cartridge" chap. 2 6 Carefully, tighten the ribbon and put the cartridge back into the machine. Blue Gear Black Spool White Gear CHAPTER User-Friendly Programming See "Using This Manual" chap.

1 We have designed your fax machine with on-screen programming and a Help key. User-friendly programming helps you take full advantage of all the functions your machine has to offer. Since your programming is done on the LCD, we created step-by-step on-screen prompts to help you program your machine. All you need to do is follow the prompts as they guide you through the function menu selections and programming options and settings. 3 Function Mode 25 THREE On-Screen Programming You can access the Function Mode by pressing Menu. When you enter the Function Mode, your machine displays a list of main menu options from which you can choose. These options appear one after the other on the display. Select an option by pressing Set when the option appears on the LCD. You can "scroll" more quickly through options by pressing X. When the screen displays your selection, press Set. (Use Z to scroll backward if you passed your choice or to save key strokes.



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Both arrow keys show all options, in the opposite order.) When you finish a function, the screen displays ACCEPTED. If you want to exit the Function Mode, press Stop. 26 CHAPTER THREE Alternating Displays The LCD sometimes alternates between the currently selected option, and a help message giving brief instructions about how to proceed.

The display you'll probably see most often is shown below, showing you that when you place a document in the feeder, you can either dial a number to send it as a fax or press the copy key to make a copy of the document. FAX: NO. & START COPY: PRESS COPY MAIL:PRESS EMAIL Function Selection Table If you have a basic understanding of how to program your machine, you can perform most of the programming settings without the Owner's Manual. To help you understand the function selections, options, and settings that are available, use the Function Selection Table below. 1.

INITIAL SETUP Function 1. TONE/PULSE 2. DATE/TIME Description Selects the dialling mode. Enter date and time for LCD display and to print on transmissions. Factory Set Chapter TONE -4 4 3. STATION ID Program the name, fax number -and telephone number to appear on each transmitted page. Adjust the volume level of the beeps when you press a key, an error occurs or a document is sent or received. LOW 4 4. BEEPER 4 5. PBX Turn on if PABX (Private OFF Automatic Branch Exchange) is connected to your machine.

Adjust the machine's clock by one hour for summer/winter time. -- 4 6. CLOCK CHANGE 4 ON-SCREEN PROGRAMMING 27 2. SETUP RECEIVE Function 1. RING DELAY Description Number of rings before the machine answers in F/T, FAX or TAD (Message Manager) mode. Sets the time for "F/T pseudoring" in F/T mode. Receive fax messages without pressing the Start key. Enter code to activate or deactivate machine from a remote location. Reduces size of image. Automatically stores any incoming faxes in its memory if it runs out of paper.

Factory Set Chapter RING DELAY:02 5 TOLL SAVER:OFF (FAX-930 and FAX940 E-mail Only) 30 ON OFF ( 51, #51) AUTO ON 5 5 5 2. F/T RING TIME 3. FAX DETECT 4. REMOTE CODE 5. REDUCTION 6.

MEM.RECEIVE 5 5 7. POLLING RX You call another fax machine to -receive a fax from it. 5 8. PC INTERFACE Fax Receive Only/PC Priority/ (With MFL Pro for Fax) PC Receive Only PC PRIORITY See Quick Start Guide for MFL Pro for Fax 3.

SETUP SEND Function 1. COVERPG SETUP Description Automatically sends a cover page you program or prints a sample coverpage. Factory Set Chapter OFF 6 2. COVERPAGE NOTE Program customized message for fax cover page. 3. CONTRAST 4. RESOLUTION -- 6 6 6 6 Change lightness or darkness of AUTO a fax you are sending. Allows you to change resolutions page by page. STANDARD OFF OFF 5. OVERSEAS MODE Adjusts for sometimes difficult overseas transmissions.

6. CALL RESERVE You can send a fax, then speak or print a sample call back message. Send documents later. Set Polled Transmission for someone to poll your fax machine to receive a fax. 7. TIMER 8. POLLED TX --- 6 6 28 CHAPTER THREE 4. CANCEL JOB Function Description Cancel a delayed fax or polling job. Factory Set Chapter 5, 6 5. INTERRUPT Function Description Send a fax now, even if you have the machine set to send a fax later, or if you have it set for Polling.

Factory Set Chapter 6 6. SET QUICK-DIAL Function Description Factory Set Chapter --7 7 1. ONE-TOUCH DIAL Dial numbers stored in memory by pressing only one key. 2. S.

TEL GROUP Use for setting up the name of each Super Tel-Index group assigned to 4 upper Quick-Dial keys. You can store names/numbers for up to 32 locations on the 4 upper Quick-Dial keys as Super Tel-Index. Set up a Group number for broadcasting. 3. S.

TEL INDEX -- 7 4. SETUP GROUPS -- 7 7. PRINT REPORTS Function 1. XMIT REPORT 2. JOURNAL 3. QUICK-DIAL 4. SYSTEM SETUP 5. MEMORY STATUS Print lists and reports of activity. (Details in chapter 12) Description Factory Set Chapter OFF ---12 12 12 JOURNAL:OFF 12 ON-SCREEN PROGRAMMING 29 8. REMOTE FAX OPT (FAX-920 and MFC-925 Only) Function 1.

FAX FWD 2. FAX STORAGE Description Set your fax machine to forward faxes. Store incoming faxes in memory for remote retrieval. Factory Set Chapter OFF OFF 159 -9 9 9 5 3. REMOTE ACCESS Set code for retrieving faxes. 4. PRINT DOCUMENT Print incoming faxes stored in the memory. 8. SETUP TAD (FAX-930 and FAX-940 E-mail Only) Function Description Factory Set Chapter DOC:OFF VOICE:ON ON 10 10 1. MESSAGE STORE Select if memory will store fax, voice or both.

2. BACKUP PRINT 3. OGM 4. ICM MAX. TIME Automatically prints a copy of faxes received into memory.

Select/Record outgoing message. Select maximum length of incoming messages. TAD MESSAGE 5, 10 35 seconds 30 seconds (For Ireland) 10 5. ICM REC. MONITR Select ON or OFF for ON voice messages as they come in.

6. FAX FWD/PAGING Set fax machine to forward fax/message OR to call your pager. 7. REMOTE ACCESS Set code for retrieving messages. OFF 10 10 159 10 9. SETUP MM PLUS (FAX-930 Only) Function 1. MSG MGR PLUS 2. OGM Description Select ON or OFF. Record outgoing announcements for first level and second level. Select primary (default) mailbox.

Store the voice information for each Voice-on-Demand. Factory Set Chapter OFF MSG MGR PLUS 11 11 3. MAILBOX 4. VOICE INFO --- 11 11 30

CHAPTER THREE 0. MISCELLANEOUS Function 1. CALLER ID (Only for the U.K.) 2. BT CALLSIGN (Only for the U.K.

) Description View and dial back, or print a list of the last 30 Caller IDs stored in memory. Use with BT Call Sign. Factory Set Chapter ON 5 OFF See BT Call Sign Sheet. CHAPTER Getting Started 4 PULSE. 31 FOUR Initial Setup Setting the Dialling Mode (Tone/Pulse) Your machine is initially set to TONE. If you are using a PULSE dial line, you can change the setting to PULSE by following the steps below. 1 Press Menu, 1, 1. The screen prompts you to select TONE or DIALLING:TONE DIALLING:PULSE 2 Use Z or X to select the dialling mode. 3 Press Set when the screen displays the dialling mode you want. 4 Press Stop to exit.

Although this equipment can use either Pulse or Tone signalling, only the performance of the Tone signalling is subject to regulatory requirements for correct operation. It is therefore strongly recommended that the equipment is set to use the Tone signalling for access to public or private emergency services. The Tone signalling also provides faster call set up. Setting the Date and Time Your machine displays the date and time, and prints it on every fax you send. In the event of a power failure, the machine maintains date and time information for about 15 hours. All other settings remain unaffected. 32 CHAPTER FOUR 1 Press Menu, 1, 2. The screen prompts you to enter the year. ENTER YEAR:XX 2 Enter the last two digits of the year. The screen displays your entry.



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3 Press Set. The screen prompts you to enter the month. ENTER MONTH:XX 4 Enter two digits for the month (for example, enter 09 for September, or 10 for October). The screen displays your entry. 5 Press Set. The screen prompts you to enter the day. ENTER DAY:XX 6 Enter two digits for the day (for example, 06). The screen displays your entry. 7 Press Set. The screen prompts you to set the time.

ENTER TIME:XX:XX 8 Enter the time in 24-hour format (for example, enter 15:25 for 3:25 PM). 9 Press Set. 10 Press Stop. The screen now displays the date and time you set, and displays it whenever the machine is standing by. Setting the Station ID See "Composing Electronic Cover page" chap.

6 You can store your name, fax number, and telephone number to be printed on all fax pages that you send. It is important that you enter the fax and telephone numbers in the internationally standardised format, i.e. in accordance with the following strict sequence: The "+" (plus) character Your Country Code (e.g.

"44" for the United Kingdom, "41" for Switzerland) Your local area code minus any leading "0" ("9" in Spain) A space Your number on the local exchange, using spaces to aid readability as appropriate. As an example, your machine is installed in the United Kingdom, is to be used for both fax and voice calls, and your national telephone number is 0555 5444, then you must set the fax and telephone number parts of your station ID as: +44 555 5444 INITIAL SETUP 33 1 Press Menu, 1, 3. The screen prompts you to enter your fax number. FAX: See "Entering Text" in this chapter 2 Enter your fax number (up to 20 digits). The screen displays your entry. 3 Press Set. The screen prompts you to enter your telephone number. TEL: 4 Enter your telephone number (up to 20 digits). If your telephone 5 Press Set. The screen prompts you to enter your name or your company name.

number and fax number are the same, enter the same number again. The screen displays your entry. NAME: 6 Use the dial pad to enter your name (up to 20 characters). (You can use the following chart to help you enter letters.) 7 Press Set to confirm. 8 Press Stop. The screen returns to the date and time. The telephone number you enter is used only for the Call Back Message and Cover Page features. If you do not enter a fax number, no additional information can be entered. To enter a space, press X once between numbers and twice between characters.

If your Station ID has already been programmed, the screen prompts "1" to make a change, or "2" to exit without changing. Entering Text When you are setting certain functions, such as the Station ID, you may need to enter text into the machine. Most keys on the dial pad have three or four letters printed above them. The keys for 0, #, and don't have printed letters because they are used for special characters. By pressing the appropriate number on the dial pad the correct number of times, you can access the character you want.

34 CHAPTER FOUR Press Key 2 3 4 5 6 7 8 9 one time A D G J M P T W two times three times four times B E H K N Q U X C F I L O R V Y 2 3 4 5 6 S 8 Z five times A D G J M 7 T 9 Inserting spaces If you want to enter a blank space, press X twice. Making corrections If you entered a letter incorrectly and want to change it, press Z to move the cursor after the last correct letter. Then press Stop; all letters after the cursor are deleted. Re-enter the correct text and/or digits. Repeating letters If you need to enter a character assigned to the same key as the previous character, press X to move the cursor to the right.

Special characters and symbols Press for (space) ! " # \$ % & ' ( ) ; < = > ? @ [ ] ^ \_ ` Ä Ë Ö Ü À Ç È É 0 +, - / Press # for Press 0 for Setting the Beeper Volume You can set the beeper to LOW, HIGH or OFF. The machine comes set to LOW. When the beeper is set to LOW or HIGH, the machine beeps every time you press a key or make an error, and at the end of sending or receiving a fax. 1 2 3 4 Press Menu, 1, 4. Press Z or X to select your setting. When the screen displays the setting you want, press Set. Press Stop to exit. INITIAL SETUP 35 PABX and TRANSFER Your machine is initially set to be connected with PSTN (Public Switched Telephone Network) lines. However many offices use a central telephone system or Private Automatic Branch Exchange (PABX).

Your fax can be connected to most types of PABX. You can gain access to the outside line from your fax connected to PABX by just pressing R. Also, you can transfer a call to another extension by pressing R. Setting PABX If your machine is connected to a PABX system, set PBX:ON. If not, set OFF. 1 Press Menu, 1, 5. The screen displays PBX:OFF SELECT { } & SET 2 Press Z or X to select ON (or OFF). 3 Press Set when the screen displays your selection. 4 Press Stop to exit. You can program an R keypress as part of a number stored in a One Touch or Super Tel-Index location.

When programming the One Touch or Super Tel-Index number (Function menu 6-1 or 6-3) press R first (the screen displays "!"), then enter the telephone number. If you do this, you do not need to press R each time before you dial using a One Touch or Super Tel-Index location. (See chapter 7.) However, if PBX is set to OFF, you can't use the One Touch or Super Tel-Index number that an R keypress is programmed into. Setting the Clock Change You can easily let the machine's clock gain or lose one hour by using this feature.

1 Press Menu, 1, 6. The screen displays TO SUMMER TIME ? SELECT { } & SET 2 Press Z or X to select Summer Time to gain an hour or Winter time to lose an hour. 36 CHAPTER FOUR 3 Press Set. 4 Press 1 to change to Winter Time or Summer Time OR Press 2 to exit without changing. Setting the Speaker Volume You can adjust the speaker volume when your machine is onhook (after the machine is onhook dialling OR after pressing Speaker Phone).

You can select one of three speaker volume levels (FAX-920 and MFC925) OR one of four levels (FAX-930 and FAX-940 E-mail). Also, you can turn the volume OFF. or to adjust the volume level. The display shows the setting Press you are choosing. Each key press changes the volume to the next setting. The new setting will remain until you change it again. If you have a FAX-930 or FAX-940 E-mail, you can adjust the speaker volume while you are listening to your OGM (Outgoing Message) and ICMs (incoming messages). On the FAX-930 or FAX-940 E-mail, even if you have turned the Incoming Recording Monitor OFF (Menu, 8, 5), you can turn the and but you will not be able to hear Speaker up or down with the callers leaving messages. Keep the Incoming Recording Monitor ON if you want to screen your calls. Setting the Ring Volume You can adjust the ring volume when your machine is idle.



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You can turn the ring OFF or you can select one of three ring volume levels (FAX-920 and MFC-925) or one of four levels (FAX-930 and FAX-940 E-mail). or to adjust the volume level. With each key press, the Press machine rings so you can hear the current setting and the display shows the setting you are choosing. Each key press changes the volume to the next setting. The new setting will remain until you change it again. INITIAL SETUP 37 Memory Storage Your machine is equipped with an internal battery that will keep the date and time information for up to about 15 hours (FAX-930 and FAX-940), about 9 hours (FAX-920 and MFC-925) after power has been cut off. After that time, the date and time will be lost and you will have to reenter the information. In the event of a power failure, all settings in the INITIAL SETUP, SETUP RECEIVE, SETUP SEND, SET QUICKDIAL, REMOTE FAX OPT and SETUP TAD functions are stored permanently except POLLING RX, CONTRAST, RESOLUTION, OVERSEAS MODE, CALL RESERVE, TIMER and POLLED TX. On the FAX-930 or FAX-940 E-mail, it will retain the data for Out-of-Paper Reception, Memory Transmission, Message Manager and Message Manager Plus for up to 6 hours after a power interruption. 38 CHAPTER FOUR CHAPTER Basic Receiving Operations Select Answer Mode Manual You must answer all calls yourself.

If you hear fax tones, press Start or key 5 1 from an extension phone to begin receiving the fax, then hang up. Fax Only The machine automatically answers every call as a fax call. You cannot receive a voice call, but you can dial out and make a voice call. See "F/T (Fax/Tel) Mode Only" in this chapter F/T The machine automatically answers every call. If the call is a fax, it prints the fax.

If the call is not a fax, it signals you with an F/T pseudoring, different from the phone company ringing, to alert you to pick up the call. If you select this setting, you'll need to set the Ring Delay and F/T Ring Time features (on the following pages). TAD (For FAX-920 and MFC-925) This is the only setting in which you can use an external answering machine. Your telephone answering device is connected to your machine, and answers every call. Once the external telephone answering device (TAD) answers, the machine listens for fax tones.

If it detects fax tones, it prints the fax. The TAD setting works only with an external telephone answering device (TAD). Ring Delay and F/T Ring Time do not work in this setting. TAD (For FAX-930 and FAX-940 E-mail) The FAX-930/940 E-mail provides you with a built-in digital Message Manager for fax and voice. When you set the machine to answer calls, it will record up to 15 minutes of messages. For more information about Message Manager operation, please see chapter 9. 5 39 FIVE 40 CHAPTER FIVE Current Answer Mode MAN: MANUAL FAX: FAX ONLY 09/06 15:25 FAX F/T: FAX/TEL Resolution Set Mode TAD: EXTERNAL ANSWERING SYSTEM (Only for FAX-920 and MFC-925) DT MODE 09/06 15:25 TAD TAD: MSG MGR (Only for FAX-930 and FAX-940 E-mail) To select or change your Answer Mode 1 Press Mode. The screen displays your current selection. The options on the FAX-920 and MFC-925 are: FAX ONLY FAX/TEL TAD: ANSWER MACH. MANUAL The options on the FAX-930 and FAX-940 E-mail are: FAX ONLY FAX/TEL MANUAL Or, if TAD Mode is switched ON by pressing (DIGITAL TAD button), it overrides your Answer Mode Setting, so the display shows: TAD: MSG MGR 2 Continue to press Mode until your new selection appears.

After 2 seconds, the screen returns to the date and time display, along with your new Answer Mode setting. If you're changing Answer Mode while in another operation, the screen returns to the current operation display. SETUP RECEIVE 41 See "Operation from an External or Extension Telephone" and "For F/T (Fax/Tel) Mode Only" in this chapter Setting the Ring Delay The Ring Delay setting determines the number of times the machine rings before it answers. 1 2 3 4 Press Menu, 2, 1. If you have a FAX-920 or MFC-925, go to Step 4. Press Z or X to select RING DELAY. Press Set. Press Z or X to select how many times the line rings before the machine answers. 5 Press Set when the screen displays your selection. 6 Press Stop to exit.

Setting the F/T Ring Time You need to determine how long the machine will give its special F/T pseudo-ring when you have a voice call. This ringing happens after the initial ringing from the phone company. Only the machine rings, for 20, 30, 40, or 70 seconds; no other phones on the same line ring the special F/T pseudo-ring. 1 Press Menu, 2, 2. 2 Press Z or X to select how long the machine will ring to alert you that you have a voice call.

3 Press Set when the screen displays your selection. RING TIME: 30 SEC 4 Press Stop to exit. Now, when a call comes in and the machine is set to F/T Mode, all phones on this line will ring the number of times you selected in Ring Delay. You can let the machine pick up and detect if it's a fax or voice call. If it's a fax call, the machine prints the fax.

If it's a voice call, the machine signals you with an F/T pseudo-ring for the length of time you selected in F/T Ring Time. Even if the caller hangs up during the F/T pseudo-ringing, the machine continues the F/T pseudo-ringing for the set time. Please note that some faxes cannot be received automatically in F/T mode, because some fax machines do not send the standard Group 3 calling tone ("CNG"). 42 CHAPTER FIVE IMPORTANT! This machine does not re-generate ringing conditions to any extension telephones. Any such extension telephones will only ring during the period set on ring delay. Recording the Fax/Tel Outgoing Announcement (F/T MESSAGE) (Only for FAX-930 and FAX-940 E-mail) This is the announcement played by your machine (not an external TAD) when someone calls and your machine is set to F/T mode. Although callers hear your announcement, they cannot leave a message. To erase the announcement, follow the directions in chapter 8, "Erasing the Outgoing Message". 1 Press Menu, 8, 3. The screen prompts you to choose F/T MESSAGE, TAD MESSAGE or PAGING MSG.

2 3 4 5 6 Press Z or X to select F/T MESSAGE. Press Set. Press Record, then pick up the handset to record a message. Replace the handset. Your announcement is played. Press Stop to exit. It is not necessary to have an outgoing message. The F/T mode will work fine without one. It is only to help the caller understand the status of your machine. For example, you can leave a message that says: "Hello, please wait, we are trying to connect you. If you wish to send a fax, please wait until you hear a fax tone and press the Start key, or, press 51 (your three-digit remote activation code) and press the Start key." Fax Detect See "Operation from an External or Extension Telephone" and "For F/T (Fax/Tel) Mode Only" in this chapter When you use this feature, you don't have to press Start when you answer a fax call and hear calling beeps.



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Just hold the handset and wait for several seconds. When you see RECEIVE on the fax screen or when you hear "chirps" through the handset of an extension phone connected to another wall jack, just replace the handset, and your machine does the rest. Selecting ON allows the machine to receive fax calls automatically, even if you lift the handset of an extension phone or a phone or TAD connected to the machine.

Selecting SEMI lets the fax machine receive the call only if you've answered it at the machine. Selecting OFF means you'll have to activate the machine yourself, by pressing Start or by pressing 5 1 if you are not at your machine. SETUP RECEIVE 43 In case Fax Detect does not work, because of a poor phone line connection, just press Start or press the Activation Code 5 1. 1 2 3 4 Press Menu, 2, 3. Use Z or X to select ON, SEMI or OFF.

Press Set when the screen displays your selection. Press Stop to exit. If you've set the feature to ON, but your machine doesn't automatically connect a fax call when you lift an external or extension phone handset, press 5 1. At the machine, lift the handset and press Start. Printing a Reduced Incoming Document You can always reduce the size of an incoming fax to a fixed percentage with your machine. If you choose AUTO, the machine chooses the level of reduction for you regardless of the original size of the incoming document. 1 Press Menu, 2, 5. The screen displays 5.REDUCTION 2 Use Z or X to select the reduction ratio you want--AUTO, 100%, 93%, 87%, or 75%. Choose 100% if you don't want a reduction.

3 Press Set when the screen displays your selection. 4 Press Stop to exit. If you receive faxes that are split on two pages, change the reduction to AUTOOR-choose a lower reduction percentage. NOTE: When you use Auto Reduction to reduce incoming documents to fit on one page of recording paper, you can do so only as long as the original document is not longer than 35 cm. If the original is longer than 35 cm, the data will not be reduced and will carry over to print on a second page. When you use Auto Reduction and you receive an incoming document that is smaller than your recording paper, no reduction will take place, and you will get the same size recorded as the original. 44 CHAPTER FIVE Reception into Memory As soon as the paper cassette becomes empty during fax reception, the screen will display "CHECK PAPER"; please put some paper in the paper cassette (see chap. 1). If the MEMORY RECEPTION switch is ON at this time..

. The current fax reception will continue, with the remaining page(s) being stored in memory, subject to available memory. Subsequent incoming faxes will also be stored into memory until the memory is full, following which no further incoming fax calls will be automatically answered; all data will be printed as soon as fresh paper is put in the paper cassette. If the MEMORY RECEPTION switch is OFF at this time..

. The current fax reception will continue, with the remaining page(s) being stored in memory, subject to available memory. Subsequent incoming fax calls will not be automatically answered until fresh paper is put in the paper cassette. The last fax received will be printed as soon as fresh paper is put in the cassette. 1 Press Menu, 2, 6.

The screen displays 6.MEM.RECEIVE 2 Use Z or X to select ON or OFF. 3 Press Set when the screen displays your selection. 4 Press Stop to exit. Printing a Fax from Memory (Only for FAX-920 and MFC-925) See "Setting Fax Storage" chap. 9 If you have fax storage ON for remote retrieval, you can still print a fax from the machine's memory when you are at your machine: 1 Press Menu, 8, 4. 2 Press Start. 3 Press Stop. SETUP RECEIVE 45 Advanced Receiving Operations Operation from an External or Extension Telephone If you answer a fax call on an external or extension phone, you can make your machine take over by using the Activation Code.

When you press the Activation Code 5 1, the machine starts to receive a fax. See "F/T Ring Time" in this chapter If the machine answers a voice call and double-rings for you to take over, use the Deactivation Code # 5 1 to take the call at an extension phone. The Deactivation Code is used only in F/T mode. If you answer a call, and no one is on the line, assume you're receiving a fax. At the machine phone, press Start, then hang up. At an extension phone, press 5 1, wait for fax receiving tones (chirps), then hang up. At an external phone, press 5 1 and wait for the phone to be disconnected (the screen displays RECEIVE) you hang up. (Your caller will have to press Start to send the fax.) If you accidentally pick up an extension phone when a fax message is being received, you may disrupt the transmission or render some portions unreadable. Extension telephones are not permitted in some countries, in such a case the deactivation code will not work.

The Remote Activation Code also can be used by your callers. When you are using an external TAD, your outgoing message (OGM) should end with the statement "to send a fax, press 5 1". See "Outgoing Message (OGM) of External TAD" chap. 2 For F/T (Fax/Tel) Mode Only When the machine is in F/T mode, it will use the F/T Ring Time (F/T pseudo-ringing) to alert you to a voice call. If you're at the machine, you can lift the handset to answer. If you're at an extension phone, you'll need to lift the handset during the F/T Ring Time and press # 5 1 between the F/T pseudo-rings. If no one is on the line, or if someone wants to send you a fax, send the call back to the machine by pressing 5 1. 46 CHAPTER FIVE Changing Remote Codes Remote Codes might not work with some telephone systems. The preset Activation Code is 5 1. The preset Deactivation Code is # 5 1.

If you are always disconnected when accessing your external TAD remotely, try changing the Activation Code from 5 1 to # # # and the Deactivation Code from # 5 1 to 1 1 1. You cannot use the same number for the Activation Code and the Deactivation Code. To change Remote Codes 1 Press Menu, 2, 4. 2 Press Z or X to select ON (or OFF). REMOTE ACT.:ON 3 Press Set when the screen displays the setting you want. 4 If you want to, enter a new Remote Activation Code, then press Set. ACT.CODE:\*51 5 If you want to, enter a new Remote Deactivation Code, then press Set. DEACT.

CODE:#51 6 Press Stop to exit. SETUP RECEIVE 47 Caller ID (Caller IDentification) Caller ID is a telephone service that allows the subscriber to see a display of the caller's phone number as the telephone rings. It is a fast way to screen your calls. You can respond quickly to calls you missed, because Caller IDs are received and stored in your machine's memory. In addition to the standard Caller ID features, you can select a Caller ID and have your machine dial the number for you. NOTE: To get the Caller ID Service: apply for the Caller ID service at your local telephone company, if available.



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