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You can read the recommendations in the user guide, the technical guide or the installation guide for SAGEM 2616. You'll find the answers to all your questions on the SAGEM 2616 in the user manual (information, specifications, safety advice, size, accessories, etc.). Detailed instructions for use are in the User's Guide.

User manual SAGEM 2616
User guide SAGEM 2616
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Facsimile machines

User's manual



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Manual abstract:

In case of any problems, first contact your Supplier. The CE mark attests that the products complies with the essential requirements of Directive R&TTE 1999/5/EC, for user safety, in accordance with Directives 73/23/EC for electromagnetic interference, in accordance with Directive 89/336/EC. And that it makes efficient use of the radio spectrum allocated to terrestrial communications. The manufacturer declares that the products are manufactured in accordance with ANNEX II of Directive R&TTE 1999/5/EC. Before powering on your unit, make sure the mains outlet it is connected to meets the requirements printed on the warning label on your unit (Voltage, current, Frequency of power network), or on the separate power supply depending on the model). If your unit works with a separate Power Supply, use only the one delivered with your unit; never use another power supply. The unit's mains plug is the only way to disconnect the unit from the power network. Therefore you must respect the following: Your unit must be connected to a mains outlet located nearby. The mains outlet must remain easily accessible. Your unit is delivered with a power cord including a plug which, depending on the model, may be: without earth (the with earth (no symbol symbol on the warning label) on the warning label).

It is imperative that a power plug with an earth be connected to a wall outlet with an earth. In Europe, this unit includes the 36/CEE and 93/68/CEE directives. stamp, following the 73/23/CEE, 89/ Introduction Introduction ,1752'8&7,21 813\$&.,1* Check for the following items when unpacking your machine: Main unit, Power cord, Handset (depending on model), Telephone line cord, Paper holder(*), DECT kit (cordless phone, charger and base station)(**). An ink ribbon and its gauge card are pre-installed in the machine.

You will have to replace them when they are worn (please refer to Replacement of consumables on page 41). Telephoning 1 Directory 2 Settings &211(&7,216 Caution - Please refer to the Safety Instructions at the beginning of this User's manual. 3 Fax &211(&7,21 2) 1 7+(32:(5 &25' 1 4 TAD 3 2 4 3 5 Printing + Turn your machine upside down. + Insert the plug (1) of the power cord into the connector (2) of the main unit. + Run the power cord (3) into the groove (4).

+ Replace your machine the right way round. 6 Doc control Advanced functions 7 Options (*) (**) Models with a fixed paper tray (100 sheets). Depending on model. Appendix 1 Introduction &211(&7,21 2) 7+(+\$1'6(7 02'(/6 ;,7+ +\$1'6(7 1 + Connect the telephone handset cord to the appropriate connector (1) on the main unit. &211(&7,21 2) 7+(7(/(3+21(/,1()RU PRGHOV ZLWK KDQGVHW 2 + Connect the telephone line cord plug to the appropriate connector (2) on the main unit, and connect the other end to the wall telephone socket.)RU WKH PRGHOV ZLWKRXW KDQGVHW 1 + Connect the telephone line cord plug to the appropriate connector (1) on the main unit, and connect the other end to the wall telephone socket. Introduction Introduction 6:,7&+,1* + + + + + 21 Telephoning Connect the power plug to the mains wall socket. The unit displays SELECT LANGUAGE. Press OK to display the list of available languages. Choose the language using the or key and press OK to confirm.

The unit displays CHECK DATE (with the selected language). Press OK and enter the date and time, using the alphanumeric keypad. Press OK to confirm. Then, you can select another language, using the MENU 29 (please refer to Choice of the language on page 18). 1 Directory /2\$,1* 7+(3\$3(5 Settings 2 Paper feeders or trays may contain a varying number of pages (refer to the Description Table of the various models given at the beginning of the present User's Manual). You may use any standard plain paper (A4 format photocopying paper, approx. 80 g/m). However, for optimal print quality results, we suggest you to use the type of paper recommended by the manufacturer (please refer to the last page of this User's manual). 3 Fax To avoid malfunctions and get optimal print quality, you should observe the following basic instructions: use perfectly new paper without folds or rolled edges, do not reload the paper tray while printing is in progress, always remove all the pages left in the tray before reloading paper. The method for installing the paper is different according to the model.

4 TAD)25 02'(/6 ;,7+ \$),;(' 3\$3(5 75\$< 3\$*(6 2 1 2 Printing 5 3 3 4 Doc control 6 + Snap the paper holder (1) in the two slots (2) + Prepare + provided at the top of the sheet feeder. Open the feeder cover (3) Advanced functions 7 + + a stack of plain paper (100 sheets maximum) Place the paper stack into the feeder (4). Close the feeder cover (3). Options Appendix 3 Introduction 02'(/6 ;,7+ \$ 5(029(\$%/(3\$3(5 75\$< 3\$*(6 3 1 2 + To open H XQLW LV QRW FRQQHFWHG WR DQ H[WHUQDO 7\$' Upon receiving an incoming call, the unit will ring and answer the call after a pre-set number of rings: if the call is a fax, the unit automatically switches to fax receive mode. if the call is a voice call, the latter will be lost unless you pick up the receiver before the programmed number of rings (i.

e. before the unit automatically answers in fax receive mode). 7KH XQLW LV FRQQHFWHG WR DQ H[WHUQDO 7\$' Please refer to Models with vocal tad (external) on page 31. Upon receiving an incoming call, the unit will ring: if the call is a fax, the unit will automatically receive the fax. if the call is a voice call, the answering machine will automatically record the message left by the caller.

\$XWRPDWLF PRGH TEL-FAX The unit will switch incoming calls automatically. Select this mode if you expect substantial fax traffic and do not wish to be inconvenienced by incoming faxes. Upon receiving an incoming call, the unit automatically and silently answers the call (*), plays a serie of beeps prompting the caller to wait, then: if the call is a fax, the unit automatically switches to fax receive mode, if the call is a voice call, the unit will ring for 30 seconds(**).

If you fail to pick up the receiver, the unit will then automatically switch to fax receive mode. The caller can therefore send you a fax. 0DQXDO PRGH TEL The unit will function like a standard phone terminal. Select this mode if you expect little fax traffic. 7KH XQLW LV QRW FRQQHFWHG WR DQ

H[WHUQDO 7\$' Upon receiving an incoming call, the unit will ring but will not automatically answer the call. To take the call manually, pick up the handset: if the call is a voice call, simply converse with the caller, if the call is a fax, press then hang up and your unit will automatically switch to fax receive mode. 7KH XQLW LV FRQQHFWHG WR DQ H[WHUQDO 7\$' Please refer to Models with vocal tad (external) on page 31.



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Using the data you have stored, your machine will do it all automatically for you.

Telephoning The records stored in the directory are classified in alphabetical order. &5(\$7,1* \$ 5(&25' + PRESS THE M, 1, 1, OK KEYS 1 Directory To fill in the directory, enter each party's phone number and name in a record. To create a new record and add it to the directory: 2 Settings You can cancel the process at any time by pressing . <285 3\$57< 6 1\$0(+ Enter your contact's name or a handle using the alphanumeric keypad. By pressing a key once or several times, the corresponding letters are scrolled. To enter "LONDON" for instance, perform the following sequence: 3 Fax 3 times 3 times 2 times 1 time 3 times 2 times L O N D O N 4 TAD You can move in the data entry field using the or key: you can delete the last character entered by briefly pressing the C key, you can delete all the characters entered by holding the C key down, you can insert a space by pressing twice the 0 key. Press the OK key to confirm. <285 3\$57< 6 180%(5 + Then, enter your party's phone and/or fax number. + Press the OK key to confirm. If your fax machine is in the premises of a company, it may be connected to a private automatic branch exchange (PABX).

Some of these telephone exchanges require the insertion of a dialling prefix (e.g. 0). All numbers should be stored in the directory without that prefix. You can program the prefix automatically for all numbers (please refer to Prefix on page 16).

Some telephone exchanges also require the insertion of a post-dial delay. If such is the case, press the R key in order to insert the post-dial delay (the character / is inserted in the number displayed). + 5 Printing 6 Doc control 180%(5 \$66,*1(' Advanced functions 7 Each new sheet created is assigned a two-digit number by which you can directly access the corresponding sheet. The last ten records are associated to the ten one-touch dialling keys (00-09). Options + Validate the number assigned automatically or enter a number of your choice and press OK to confirm.

Appendix 11 Directory (Menu 1) 0\$,1* \$ &\$//)520 7+(' ,5(&725< Once you have stored all your parties' numbers and names in the directory, you can select one of them (to phone or send a fax) using either his name or abbreviated number as explained below. 6(/(&7,21 %< 1\$0(+ Press the key then use keys + Then you can: pick up the handset or press or and to scroll through the records in alphabetical order. to call him, place a document in the document feeder and press to fax the document. 6(/(&7,21 %< \$%%5(9,\$7(' 180%(5 Your fax machine has automatically associated a 2-digit abbreviated number to each newly created record: 00 for the 1st record, 04 for the 5th record, and so on. + Press twice the Then you can: key then dial your party's abbreviated number. to call him, pick up the handset or press or place a document in the document feeder and press to fax the document. If you do not remember which abbreviated number corresponds to a record, you can print out the directory for a copy of all the information it contains (please refer to Printing the directory on page 13). 6(/(&7,21 %< 21(728&+ ',\$/ ,1* .(< + Press one of the one-touch dialling keys (numbered 00 to 09).

Then you can: pick up the handset or press or place a document in the document feeder and press to fax the document. to call him, (' ,7,1* + \$ 5(&25' + PRESS M, 1, 2, OK To select a record: Use keys and ted number). Press the OK key. To scroll through the records in alphabetical order (or dial your party's abbrevia- + To correct the data in the record (name, phone/fax number, etc.), use the , and C keys: edit the relevant data using the alphanumeric keypad and press OK to confirm and go on to the next data. 12 Directory (Menu 1) Introduction '(/(7,1* + \$ 5(&25' + PRESS M, 1, 3, OK or keys (or dial its abbreviated number) Select the record you want to delete by using the and press OK twice to confirm. The record will be deleted. Telephoning 35,17,1* 7+(' ,5(&725< + PRESS M, 1, 4, OK Directory 1 The directory is printed automatically. This document contains all the information you have entered (name, phone/fax number, as well as the abbreviated numbers automatically associated to each record). 2 Settings 3 Fax 4 TAD 5 Printing 6 Doc control Advanced functions 7 Options Appendix 13 Directory (Menu 1) 14 Settings (menu 2) Introduction 6(77,1*6 0(18 The different settings enable you to customise calls and the operating mode of your machine (choosing a ringing melody, storing faxes, etc.

), but also set technical and security parameters (choosing a type of network, locking, using an access code, etc.). Telephoning '\$7(7,0(+ + PRESS M, 2, 1, OK Enter the date and time using the numeric keypad and press OK to confirm. Example: 7 May 2002, 9.15: press 0,7,0,5,0,2,0,9,1,5 and OK. 1 Directory 180%(51\$0(The data you enter in these fields will automatically be inserted in the headers of the faxes you will send, so that they will be printed on the faxes received by your contacts. 2 Settings To do so, the TX HEADER setting should be enabled (please refer to Technical parameters on page 38). 3 Fax + + + PRESS M, 2, 2, OK Enter your fax number and press OK to confirm and go on to the next field. Enter your name (please refer to Your party's name on page 11) and press OK to confirm. 4 TAD 5,1* ,1* 0(/2'< \$1'.

(< %((36 You can choose between 4 melodies or WITHOUT MELODY and adjust the volume of the selected melody. You can also program beeps that you will hear each time you press a key. 5 Printing If you choose WITHOUT MELODY, only the message INCOMING CALL, which is displayed on the screen when you receive a call, will tell you someone is calling you. 5,1* ,1* 0(/2'< .(< %((36 + + + PRESS M, 2, 3, 1, OK or key and press OK to confirm. 6 Doc control Select the required melody using the To adjust the volume, press the or key and press OK to confirm. + \$/\$50 + PRESS M, 2, 3, 2, OK Select WITH or WITHOUT and press OK to confirm. Advanced functions 7 + + PRESS M, 2, 3, 3, OK Select the required option using the or key and press OK to confirm. START: alarm switch-on. Enter the time at which you want the alarm to ring out, and press the OK key to confirm: to the right of the time, the screen displays a symbol indicating the alarm is in service.

STOP: alarm switch-off. 15 Options The alarm rings for 30 seconds. Press any key on the keypad to stop it earlier. Appendix Settings (menu 2) 1(7:25.



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7<3(2) 1(7:25. + PRESS M, 2, 4, 1, OK Select the type of network, PABX (private) or PSTN (public), to which you are connected and press OK to confirm. The telephone line to which your machine is connected may be linked either to the public network or to a private network (e.g. in a company with a PABX). + 35(,); If your machine is connected to the private automatic branch exchange (PABX) of a company, you have to enter a prefix (generally 0) for outgoing calls before the number you want to call, provided that: the intercom numbers (for which no prefix is required) are short numbers not exceeding the minimum length from which the prefix should automatically be inserted (to be defined), the external numbers (for which a prefix is always required) are long numbers exceeding or equalling the minimum length from which the prefix should automatically be inserted (to be defined, for instance 10 digits in the UK). +

IMPORTANT NOTE: Do not change anything in the numbers you have stored in the directory.

Indeed, enabling or disabling the prefix will respectively switch your machine to PABX operation (WITH prefix) or PSTN operation (WITHOUT prefix). To set the local prefix + + + + PRESS M, 2, 4, 2, OK Select the WITH option using the or key and press OK to confirm. Enter the number used by your PABX to access the public telephone network (e.g. 0) followed by the / sign (or pause, access by pressing the R key), and press OK to confirm.

If necessary, enter the phone number length from which the prefix should automatically be added (e.g. 10 digits in the UK) and press OK to confirm. 1,*+7 02(This mode enables you to switch off the ringing of your machine for a given period of time (during the night for instance), while still receiving your calls.

The machine then switches to automatic reception/TAD mode and will answer after 5 rings.

It will automatically receive all voice or fax messages. At the end of the NIGHT mode, the screen displays the number of messages or fax received and the and keys blink, and your machine automatically switches to the current reception mode. To activate the night mode: + + + + PRESS M, 2, 5, OK OR + PRESS F2

Select START using the or key and press OK to confirm. Select the night mode start time and press OK to confirm. Select the night mode stop time and press OK to confirm. To deactivate the night mode, + 16 + PRESS M, 2, 5, OK OR + PRESS F2 Select STOP using the or key and press OK to confirm. Settings (menu 2) Introduction 180%(5 2) 5,1*6)25 7+(\$8720\$7,& 02'(+ PRESS M, 2, 6, OK Telephoning This function enables you to set the number of rings before the automatic activation of your telephone answering device. + Change the number of rings and press OK to confirm. &25'/(66 3+21(Directory 1 The machine can be used together with one or more cordless phone sets, which require the installation of the cordless phone kit supplied with your machine or available from your supplier. Please refer to the instructions coming with the kit for more information.

When fitted with that kit, your machine gives you access to the functions described below. 5(*,67(5,1* \$ &25'/(66 3+21(For each cordless phone you want to register on your machine: 2 Settings + + PRESS M, 2, 7, 1, OK On the cordless phone, press OK and 6. A number specific to each handset appears on its display screen. 3 Fax '(5(*,67(5,1* \$ &25'/(66 3+21(The main unit's screen displays the numbers for the registered handset. + PRESS M, 2, 7, 2, OK 4 TAD + Enter the number corresponding to the handset you want to de-register and press OK. Your machine emits a series of beeps telling you that de-registration is in progress. %\$6(67\$7,21 5(*,675\$7,21 &2'(+ PRESS M, 2, 7, 3, OK Printing 5 This function enables you to define a 4-digit registration code intended to protect your base station, e.g. from the registration of handset that do not belong to you but are in the same reception zone as your machine. 3527(&7,21 3527(&7,21 2) <285 0\$&+,1('(3(1',1* 21 02'(/ Doc control 6 92,&(25)\$; 0(66\$*(6 You can protect all your messages by a code, which you will have to enter prior to consulting them.

To do so, you have to set a message access lock and choose an interrogation code other than 0000. 0HVVDJH DFFHVV ORFN + + + PRESS M, 2, 8, 1, OK Select the required option using the or key: WITHOUT: no interrogation code for local access to the messages, WITH: local access to the messages is possible only after entering the interrogation code. Press OK to confirm. Advanced functions 7 Options Appendix 17 Settings (menu 2) \$FFHVV WR ORFNHG PHVVDJHV If you have chosen WITH message access lock, the message access procedure is as follows: + Press the or , depending on the type of messages (fax or voice messages). + Enter the remote interrogation code.

5(027(,17(552*\$7,21 &2'(This function is used to define the remote interrogation code for any voice or fax messages received. + + + PRESS M, 2, 8, 2, OK Enter your code. Press OK to confirm. &+2,&(2) 7+(/\$1*8\$*(+ PRESS M, 2, 9, OK You can choose the language displayed on the screen: + + Select the language (ENGLISH, FRANAIS, DEUTSCH, ESPAOL, ITALIANO) using the press OK to confirm. or key and Press OK and choose the corresponding network (for the Display Caller Service) and press OK to confirm.

18 Fax (Menu 3) Introduction)\$; 0(18,16(57,1* 7+('2&80(17,172 7+()((('5 Telephoning 02'(/6 :,7+ \$),;' 3\$3(5 75\$< 1 Directory 1 2 2 Settings 3 + The document feeder (1) receives up to 15 pa- + Insert the document, printed face down, into ges. Fax + the document feeder. If necessary, adjust the left paper guide (2) to the width of the document. The machine displays READY. 4 TAD Your machine has an automatic document feeder. The last sheet in the stack will be sent out first. 02'(/6 :,7+ \$ 5(029(\$%/(3\$3(5 75\$< 1 5 Printing 2 4 3 6 Doc control + Lift the fax access door (1). + Insert the document, printed face down, into + Lift the document support bracket (2). the document feeder. If necessary, adjust the + The document feeder (3) receives up to 15 paleft paper guide (4) to the width of the docuges.

Advanced functions 7 + The machine displays READY. Options ment. Your machine has an automatic document feeder. The last sheet in the stack will be sent out first. Appendix 19 Fax (Menu 3) 02'(/6 :,7+ \$ 6+(('7 %< 6+(('7 3\$3(5)((('5 1 + The document feeder (1) receives up to 1 page. + Insert the document, printed face down, into + The machine displays READY. Caution - To remove a sheet from the feeder or from the paper tray, press . the document feeder.



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6(1',1* '2&80(17 5(62/87,21 \$)\$; Your machine has three resolution modes. You will select one of these modes according to the type and print quality of the document you want to fax.

standard mode: for a good quality document without minute details. (FINE) mode: for a document with small characters or drawings. (PHOTO) mode: when the document is a photograph. Press the on the screen. key once or several times to change the resolution mode.

The mode selected is displayed + 6(1',1* \$)\$; ,PPHGLDWH WUDQVPLVLRQ + + Insert the document into the feeder, printed face down, first page last in the stack of sheets (for models whose feeder can accommodate several pages). Dial the addressee's fax number and press to confirm. 7UDQVPLVLRQ IURP

WKH GLUHFWRU\ When all your parties' names and numbers are stored in the directory you can select one of them (to phone them or send them a fax), please refer to Making a call from the directory on page 12, for further information. %URDGFVW WUDQVPLVLRQ To send the same document to several addressees, proceed as follows: + + + Place the document into the feeder, dial the fax number of the first addressee, or select it from the directory.

Press the OK key to confirm.

Dial the fax number of the next addressee or select it from the directory. Press the OK key to confirm. Repeat this procedure for all the addressees you wish to include in this broadcast (maximum 6), making sure you validate the last addressee by pressing the key to start an immediate transmission. 20 Fax (Menu 3)

Introduction 'HODHG WUDQVPLVLRQ To program delayed transmission for a document, proceed as follows: + + + or Insert the document into the feeder. + PRESS M, 3, 1, OK Dial the addressee's fax number. Press OK if you want to enter another addressee. Telephoning + + Press twice OK and enter the time at which you want your fax to be sent and press OK to confirm. Choose the required type of transmission (from the machine's MEMORY or from the document PAPER FEEDER) and press OK to confirm. (please refer to Transmission from the machine's memory or the document feeder on page 21, for further information). 1 Directory + Enter the number of pages of the document and press OK to confirm.

&+226,1* 7+(7<3(2) 75\$160,66,21 5(3257 You can program your machine so that a transmission report is printed each time you send a fax. There are three types of report available: 2 Settings + + PRESS M, 3, 4, OK Select the required option using the or key: WITH: a transmission report is printed if there has been no transmission problem or if it is definitively aborted (i.e. after 6 unsuccessful attempts). So, there is only one report for each transmission request.

WITHOUT: no report is printed following a fax transmission (consult the transmission log to keep track of all communications).

@@@As you hear the beeps, press the 8 then 0 keys. @@@@Your fax machine then displays PHONE: once the fax has been transmitted, your party's phone rings, if its machine is compatible, if he answers, your machine starts ringing: pick up the handset and speak. 2 Settings <RXU SDUW\FDOOV\RX When your party calls you, your phone rings and you can pick up the handset and speak. \$'9\$1&(' 32//,1* \$ '2&80(17)81&7,216 3 Fax Polling a document consists in leaving it in your machine's memory or document feeder, thus making it available to one person (single polling), or several persons (multi polling), who can then perform "active polling" on it.

This requires that your machine be set to the automatic or fax mode. 4 TAD + + Insert the document into the feeder. + PRESS M, 3, 3, OK Select one of these two options using the or key: SINGLE POLLING: the document will be deleted from the memory as soon as it has been retrieved. MULTI POLLING: the document can be retrieved by several persons. Press OK to confirm.

If you have selected SINGLE POLLING, you can then select one of the two following options with keys or and press OK to confirm: MEMORY: the document is stored in your machine's memory. This solution frees your machine. PAPER FEEDER. Enter the number of pages of the document and press OK to confirm. will automatically be deleted from the memory as soon as retrieved, unlike multi polling, which you can cancel through menu 63 (please refer to Deleting a command from the queue on page 35).

5 Printing + + 6 Doc control + A message on the screen tells you if there is any document for polling. A single polling document Advanced functions 7 Options Appendix 23 Fax (Menu 3) 5(75,(9,1* \$ '2&80(17 + PRESS M, 3, 2, OK When a document has been polled on a remote fax, you can perform an "active polling" on it (i.e. print it out on your own fax machine), only if there is no document in your feeder. + + or Dial the number of the fax machine containing the polled fax and press the OK key. Press the key for immediate active polling. + Press twice OK for delayed active polling: Enter the time required for active polling, and press the key to confirm. 24 TAD (Menu 4) Introduction 7\$' 0(18 02/'/6 ;,7+ 7\$' ,17(51\$/ Telephoning Your machine features a telephone answering device (TAD) whose simple and extensive functions provide a wide range of possibilities: leaving a message to persons calling you in your absence, letting them leave you a message, interrogating your machine remotely as done for fax machines, etc. Your TAD features two options: ANSWERING MACHINE: callers cannot leave you a message after the greeting message, which only gives them some information. ANSWERING-RECORDING MACHINE: callers can leave you a message after the greeting message.

1 Directory *5((7,1* 0(66\$*(6 The machine has 2 distinct greeting messages, corresponding to the two functions of the TAD (answering machine or answering-recording machine). 2 Settings \$QVZHULQJUHFRUGLQJ PDFKLQH 5HFRUGLQJ WKH JUHHWLQJ PHVVDJH 3 + PRESS M, 4, 1, 1, OK Fax + + Pick up your handset and record your greeting message (20 seconds max.). The time in seconds is counted down as you record your message. Hang up your handset to stop the recording. Your message is then played back, after which you can put your TAD into service. 4 TAD 3ODNLQJ EDFN WKH JUHHWLQJ PHVVDJH + + PRESS M, 4, 2, 1, OK Your machine plays back the greeting message you have recorded. 5 Printing \$QVZHULQJ PDFKLQH 5HFRUGLQJ WKH JUHHWLQJ PHVVDJH + + + PRESS M, 4, 1, 2, OK Pick up your handset and record your greeting message (90 seconds max.). The time in seconds is counted down as you record your message.

Hang up your handset to stop the recording. Your message is then played back, after which you can put your TAD into service.



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6 Doc control 3ODNLQJ EDFN WKH JUHHWLQJ PHVVDJH + Your machine plays back the greeting message you have recorded. 6:,7&+,1* 21 6HOHFWLQJ WKH W\SH RI 7\$' + PRESS M, 4, 2, 2, OK Advanced functions 7 Options + + PRESS M, 4, 5, OK Select the required type of TAD (RECORD UNIT or ANSWER ONLY) using the press OK to confirm. or key and Appendix 25 TAD (Menu 4) 6ZLWFKLQJ WKH 7\$' RQ RII 6ZLWFKLQJ RQ + + Press the (Press OK to confirm.

)-key. When you are in mode TEL-FAX-TAD, your answering machine is on. + Press the (+ Press OK to confirm. 0(66\$*(6 6ZLWFKLQJ RII)-key. When you are in mode TEL or TEL-FAX, your answering machine is off.

When you have received at least one message, the screen displays the total number of messages (except if there is a pending command) and the key on your machine blinks. This key is off if there are no pending messages, and is steady on when all received messages have already been listened to. /LVWHQLQJ WR PHVVDJHV + Press the key. For each message being listened to, the screen displays the sequence number together with the date and time of reception. While listening to the messages, you can press the following keys: or to adjust the audio volume, C twice to return to the beginning of the message, OK to skip to the next message, for a pause. Press the same key again to resume listening, you can also use the remote interrogation controls (please refer to Remote interrogation on page 27). /RFDO PHVVDJH You can record a local message on your TAD, which will be like a message left by a remote caller. This function is very useful when you have to go out of your office or home and you want to leave a message for anyone coming in after you. 5HFRUGLQJ WKH ORFDO PHVVDJH + PRESS M AND + + + Pick up the handset and record your message. Hang up the handset to stop the recording.

, OR + PRESS M, 4, 3, OK 3ODNLQJ EDFN WKH ORFDO PHVVDJH Press the key. 'HOHWLQJ PHVVDJHV 'HOHWLQJ DOO PHVVDJHV + PRESS C AND All messages must have been played back to be erased this way. , OR + PRESS M, 4, 4, OK 26 TAD (Menu 4) Introduction 'HOHWLQJ D VHOHFWHG PHVVDJH Individually, while listening to it, you can delete a message that has not been totally listened to. + Press the C key, then OK during the message you want to delete. 6DWXUDWLRQ RI WKH 7\$'V PPHRU\ When too many faxes have been received and too many messages have been recorded, your machine is saturated and cannot take in any other message: the message MEMORY FULL is displayed. Print out the faxes and/or delete the voice messages to get some spare memory. Telephoning 5(027(,17(552*\$7,21 You can interrogate your TAD remotely and thus listen to the messages you have received, only if the telephone set you are calling from supports the tone dialling mode. 1 Directory As delivered, this option is not available: to interrogate your TAD remotely, you should first enter a remote interrogation code, which is shared with the fax answering machine (so that you can also print out the faxes received). Please refer to Remote interrogation code on page 18, for more information. 2 Settings + + + On a remote telephone set, dial your own number. Press the * key during the greeting message, then enter the 4 digits of your interrogation code: the machine delivers all the voice messages you have received. After the last message or if there is no message, the machine emits a series of beeps. 3 Fax List of available remote operations: While listening: Pause or resume message listening by pressing Go to the next message by pressing . . .

twice . 4 TAD Listen to the same message again by pressing Go back to the previous message again by pressing After listening: Delete received messages by pressing Record your greeting message by pressing stop the recording by pressing any key. Listen to your greeting message by pressing Switch on your TAD by pressing Switch off your TAD by pressing Resume message listening by pressing . . .

. then then . and 5 Printing 6 Doc control Advanced functions 7 Options Appendix 27 TAD (Menu 4) '\$9\$1&(')81&7,216 &DOO VFUHHQLQJ This function enables you to listen to the caller leaving you a message on your TAD, before deciding on whether to pick up or not. + + PRESS M, 4, 6, OK Select the required option using the or key: WITH: you can hear the messages as they are recorded on your TAD, and: - adjust the SPEAKER volume using the and keys, - pick up to answer the call. WITHOUT: messages are recorded in silence, only a message on the screen tells you you are receiving a call and a message is being recorded: - you can pick up to answer the call. + Press OK to confirm. The call screening feature is not available if you have activated the privileged access mode (see below). 3ULYLOHJHG DFFHVV This function enables you to choose a code, which you will give to those persons who may call you at a given moment (e.g. your collaborators during a meeting or your close relatives from a certain time).

3DUDPHWHULVDWLRQ RI WKH SULYLOHJHG DFFHVV FRGH + + + PRESS M, 4, 8, OK Enter a privileged access code other than 0000 and different from the remote interrogation code. Press OK to confirm. 3XWWLQJ WKH SULYLOHJHG DFFHVV PRGH LQWR VHUYLFH + + + PRESS M, 4, 7, OK Choose WITH using the Press OK to confirm. and keys. 3ULYLOHJHG FDOOV Only those privileged callers having your access code will be able to call you. To do so, they should proceed as follows: + + + Dial your number. Wait until your unit answers. Press the * key during the greeting message, then enter the 4 digits of your privileged access code: your machine only starts ringing then. If you do not answer, the caller will have the possibility to leave a message on your TAD. 28 TAD (Menu 4) Introduction '(7\$&+\$/ (48,&.

5()5(1&(&\$5' Rvpxr rrpqh srhvt U69srhvt urrrvrthvspv Your TAD code: * Telephoning Go to the next message by pressing . . . 1 Directory Listen to the same message again by pressing Go back to the previous message by pressing twice. Delete the received messages by pressing . Record your greeting message by pressing and stop the recording by pressing any key.

Listen to your greeting message by pressing Switch on your TAD by pressing Switch off your TAD by pressing Resume message listening by pressing then 2 Settings then 3 Fax 4 TAD From a fax machine: After listening to the message: 8, 0 then the faxes stored in your machine's memory. to retrieve 5 Printing 6 Doc control Advanced functions 7 Options Appendix 29 TAD (Menu 4) 30 TAD (Menu 4) 02'(/6 &211(&7,21 .:7+ 92&\$/ 7\$' (;7(51\$/

You can connect a telephone answering machine to your machine using the same telephone.



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This makes your phonefax: a fax, a telephone, a personal telephone answering machine. + Connect the telephone line cord of your external answering machine (TAM) to the piggy back connector of the telephone jack. 3877,1* ,172 6(59,&(Make sure your TAD is permanently on (connected to the mains or in automatic mode). 86(Please refer to Choosing the operating mode (TEL-FAX-TAD) on page 5. Caution - To ensure correct call sorting, the number of rings programmed in your unit must be greater than the number of rings after which the external answering machine picks up. 31 TAD (Menu 4) 32 Printing & local copy (Menu 5) Introduction 35,17,1* /2&\$/ &23< key. 0(18 Telephoning The Printing (MENU 5) can be accessed directly using the 35,17,1*)81&7,21 *8,' (Prints the list of the numbered functions. 1 + PRESS M, 5, 1, OK Directory /2*6 + PRESS M, 5, 2, OK Prints the transmission and reception logs, which list the last 30 communications. 2 Settings '5(&725< + PRESS M, 5, 3, OK Prints the directory.

3 Fax 6(77,1*6 + PRESS M, 5, 4, OK Prints the list of your machine's settings. /\$7(67 75\$160,66,21 5(3257 4 TAD + PRESS M, 5, 5, OK /2&\$/)25 &23< Printing 5 02'(/6 :;7+ '2&80(17)((('5 \$&&2002'\$7,1* 3\$(6 The machine can be used as a photocopier. 3KRWRFRS\ + + + 6 Doc control key (by default, your copier uses the FINE Insert the document to be copied in the document feeder, as you would for a transmission. Choose the resolution mode by pressing the mode during local copying).. Press the key. 0XOWLFRS\ PRGHOV ZLWK IL[HG SDSHU WUD\ + + + PRESS M, 5, 6, OK Type in the number of copies you want to print on the numeric keypad (1 to 99). Press the OK key: the document is stored and then printed. document of which you want one or more duplicates. Advanced functions 7 Options The multicopy function cannot be used to print out a received fax; it applies only to a printed Appendix 33 Printing & local copy (Menu 5))25 02'(/6 :;7+ '2&80(17)((('5 \$&&2002'\$7,1* The machine can be used as a photocopier.

3\$(+ Insert the first page to be copied into the docu- + Insert a sheet of paper into the print feeder. The + Select the resolution mode by pressing on the + + (by default, your copier uses the key FINE mode during local copying). Press on , the machine memorises your document. Once the memorisation is completed, the machine beeps and the screen displays INSERT DOCUMENT for a few seconds. Insert the following page, then proceed similarly for the other pages of your document.

Press on , once all the pages have been memorised: the screen displays OUT OF PAPER. ment feeder, as you would for a transmission. machine prints automatically your document. 5,%%21 *\$8*('63/\$< + PRESS M, 5, 7, OK The ribbon gauge shows the available quantity of ribbon in percent. 34 Document control (Menu 6) Introduction '2&80(17 &21752/ 0(18 A set of menus enables you to control all the pending commands (delayed transmission, passive polling, active polling), and enables you to run, modify, cancel or delete them.

Telephoning (;(&87,1* \$ 3(1',1* &200\$1' 1 + PRESS M, 6, 1, OK Directory This function is used to immediately execute a pending command: The status of the pending documents is shown: POL : ACTIVE POLLING TX : DELAYED TRANSMISSION + + 2 or key. Select the required command using the Press the OK key to execute it. Settings &2168/7,1* + + + 25 02',<,1* 7+(48(8(+ PRESS M, 6, 2, OK Fax or key. 3 Select the command you want to consult or modify using the Press the OK key to confirm your changes. Press the OK key and modify the parameters for the displayed transmission request. 4 TAD '(/7,1* + + + \$ &200\$1')520 7+(48(8(+ PRESS M, 6, 3, OK 5 Printing or key. Select the command you want to delete using the Press the OK key to confirm deletion. Press the OK key to delete the request from the queue. 35,17 \$ '2&80(17 :\$;7,1*)25 75\$160,66,21 + PRESS M, 6, 4, OK 6 Doc control This function enables you to know the content of a document waiting for transmission. + + Select the pending document using the or key.

Press the OK key to print out the selected document. Advanced functions 7 Options Appendix 35 Document control (Menu 6) 35,17,1* 287 7+(/67 2) 3(1',1* 23(\$7,216 This list shows, for each pending document: the sequence number of the pending operation, the addressee's name, the scheduled transmission time, the type of pending operation, the number of pages in the document and its size (percentage of memory taken up by the document). To print out the list, + PRESS M, 6, 5, OK 36 Advanced functions (Menu 7) Introduction \$'9\$1&(')81&7,216 0(18 5(/\$<,1* 5(&(' '2&80(176 '3(1',1* 21 02'(/ Telephoning \$&7,9\$7,1*(\$&7,9\$7,1* 7+(5(/\$<)81&7,21 You can automatically relay all received messages (faxes or voice messages) to another telephone set or fax machine. 1 Directory + PRESS M, 7, 2, OK Choose one of the following three options using the or key, and press OK to confirm: + ON Enter the destination phone/fax number. Press OK to confirm. Choose the type of messages to be forwarded (VOCAL, FAX or VOC/FAX RELAY) and press OK to confirm. If you have chosen VOCAL or VOC/FAX, enter the remote interrogation code of your answering machine (if not already done), and press OK to confirm. Choose SECURED RELAY or FREE RELAY and press OK to confirm. If you have chosen FAX and SECURED RELAY, enter the remote interrogation code of your answering machine (if not already done), and press OK to confirm. 2 Settings 3 Fax + + OFF: all your messages will be kept in your fax machine.

if you have already activated the relay function once, this menu enables you to change a number of parameters (addressee's phone/fax number, type of messages to be relayed, remote interrogation code, secured relay or free relay, etc.). Once you have made the changes, validate menu 721>ON again by pressing the OK key in order to re-activate the relay function taking the changes into account. SETUP: 4 TAD 5(75,(9,1* 5(/\$<(' '2&80(176 When receiving your relayed documents on the destination phone/fax, you should apply the following procedure: 5 Printing + + + Pick up the handset. Enter the remote interrogation code as you hear the beeps.

Then, follow the same procedure as for remote interrogation to listen to the voice messages and/ or receive the fax messages. 6 Doc control Advanced functions 7 Options Appendix 37 Advanced functions (Menu 7) 7(&+1,&\$/ 3\$5\$0(7(56 and keys.



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To access The technical parameters are arranged into a list in which you move using the technical parameters: + PRESS M, 7, 9, OK 02 TX HEADER: 03 TX LOCK UP: 04 ANTI ECHO: 10 RX HEADER: 11 RX LOCK UP: 20 REDUCE MODE: 21 REDUCE RATE: 22 NB OF PAGES: 40 RECALL LENGTH: 50 SORTED PRINT: you can insert your name, your fax number, the date and time on the header of the fax received by the addressee. lock up the fax transmission speed. inhibit the satellite echo in case of fax problems in long-haul calls.

print the sender's name and fax number as well as the date and time on the header of the fax you receive. lock up the fax reception speed. choose the printing reduction mode (received faxes, local copies): automatic or fixed. set the printing reduction rate. give the number of pages printed (received faxes and local copies) since machine switch-on. choose the in-line interrupt time (long or short) of the R key "Flash" signal. print documents in reverse order of reception (or scanning for a local copy) depending on model. 5(027(&21752/)520 \$1 (;7(16,21 6(7 You can control your machine remotely from an extension tone dialling telephone set in your installation. If the extension set is configured in pulse dialling mode, type * to switch it to tone dialling mode. 6:,7&+,1* 2)) 7+(7\$' If you take the line from an extension set and your machine did so before you and is playing your TAD's greeting message, press # then 0 to switch off the TAD.

6:,7&+,1* 72)\$; 5(&(37,21 02(If you take the line from an extension set and you cannot hear anyone speaking, you can switch your machine remotely to fax reception mode by typing # then 7. 38 Options Introduction 237,216 '63/\$< If you subscribe to a caller display service, the machine will show the caller information on its display and on the handset display. Telephoning Hhpwrvqvyh Number INCOMING CALL NUMBER/NAME INCOMING CALL Chqrqvyh NUMBER ONLY ----- 1 Directory 2 Settings Number withheld alternating with WITHHELD INCOMING CALL Number unavailable alternating with UNAVAILABLE INCOMING CALL 3 Fax Operator alternating with UNAVAILABLE INCOMING CALL TAD NUMBER International alternating with UNAVAILABLE INCOMING CALL 4 Payphone alternating with NUMBER INCOMING CALL 5 NUMBER ONLY Ringback alternating with NUMBER/NAME Printing If the call is from a number stored in the machine's directory, the display will show the name it belongs to rather than the number. The handset display will only show the number. The machine stores the date, time and number or name of up to 10 calls - after 10 calls have been stored it retains the last 10. If a new call is from the same number as an earlier call only the later call details will be stored. Number Withheld, Number Unavailable, Operator and International calls will not be stored. The list of stored call details can be reviewed from the base station and from the handset. To review the list from the base station Press F1. The display shows details of the last call.

Use the and keys to scroll through the list. To call a number from the stored list press the ber is displayed. To fax to a number from the list press while the number is displayed. key or pick up the handset while the num- 6 Doc control Advanced functions 7 Options Appendix 39 Options When displaying call details the display alternates between the name (or number) and the date and time of the call. It will also show a T to indicate a telephone call, a F for a fax call or a A if the caller has let you a message.

To review the list from the cordless handset Press i then . The display shows details of the last call. Use the and keys to scroll through the list. key. To call a number from the stored list press the 40 Appendix Introduction \$33(1'; 5(3/\$&(0(17 2) &21680\$%(6 Telephoning Consumables (ink ribbon and ribbon gauge card) are already installed in your machine, but you will eventually have to change them.

To do so, please refer to the instructions given in the following paragraphs. ,1. 5,%%21 The ink ribbon enables the unit to print on normal paper. 1 Directory Caution - Only use the ink ribbon matching the manufacturer's specifications. To use other types of ink ribbon could damage the unit and invalidate the guaranty. Documents printed by your unit can be read from the used portion of the worn ink ribbon. If these documents are considered as confidential, you may want to remove the ink ribbon whenever you leave the unit. 2 Settings + Pick up the handset (models with handset) and put it on the side. 3 Fax OR 4 TAD + Open the front cover: lift it towards you until it remains open. Printing 1 1 5 6 1 OR Doc control 1 Advanced functions 7 + Open the rear cover: unlock the latches (1) before pushing the cover towards the rear.

Options Appendix 41 Appendix 2 2 OR + Remove the worn ink ribbon from its housing. + Position the ink ribbon above its housing under the rear cover. + Insert the ink ribbon into its housing without removing the adhesive strip (2): Position the right-hand (white) end of the main roller onto the retractable axis. Position the left-hand (green) end of the main roller onto the left axis. OR 2 2 + Pull off the adhesive strip (2) from the ink ribbon. 5 6 5 6 OR 3 3 4 4 + Insert the small roller into its housing: + Check that the gear axis (3) is correctly positioned in its slot (4) as is the other axis (5) in its corresponding slot (6). + Close the rear cover. 42 Appendix Introduction 5,%%21 *\$8*(The gauge card enables screen display, after printout, of the percentage of remaining ink ribbon. 7 Telephoning 1 Directory + The front cover being open, locate the gauge card housing (7). + Push downward on the gauge card housing to unlock it: it opens automatically, letting you access the worn gauge card.

2 Settings 3 Fax 8 9 7 4 TAD + Remove housing. the worn gauge card (8) from its + Remove the new (pre-cut) gauge (9) from the ribbon gauge card (8). 5 Printing 9 6 Doc control 10 Advanced functions 7 + Insert the new gauge card (9) into its housing. Make sure the chip (10) of the gauge card (9) is upwards, bevelled corner to the top left side. + Close the flap of the gauge card housing by rotating it.

Once into place, push it upward to block it. Close the cover and replace the handset. Options Appendix 43 Appendix Caution - The gauge card displays on the screen, after each printing, the percentage of remaining ink ribbon. If the gauge is not installed or not properly installed, the unit displays: MISSING GAUGE . If you forgot to change the gauge at the same time as the ribbon, the unit displays: GAUGE EMPT .



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7528%/(6+227,1* Ahvyr The screen remains blank. The machine does not answer the call. Srrqvr Check that the power cord is correctly connected on both its sides. Check the reception mode. Check the number of rings (please refer to Number of rings for the automatic mode on page 17). Configure the machine on "private network" (please refer to Network on page 16). The document was placed upside down in the document feeder. Check that the telephone line cord is correctly connected to the device. Check the telephone line and the phone outlet. Restore ringing (please refer to Ringing melody and key beeps on page 15).

Check that the power cord is correctly connected on both its sides. There may be a power failure. Check the telephone line and the phone outlet. Open the front cover and clean the scanning device (analysis) located in front of the white roller with a soft lint-free rag soaked with alcohol. After cleaning, close the front cover and make a copy to check that the black strips have disappeared. You may easily put it back into place: approach the gauge card housing, striations downwards, and position both axes towards the slots of the housing lower part, then push until clipping (please refer to Replacement of consumables on page 41). The printed photocopy is blank. The telephone exchange does not recognise the number you have called. The machine does not ring. The telephone does not work.

One or several vertical black strips appear on the documents copied or received by your party. @@ Close the rear cover. @@ Make sure the rear cover is properly closed afterwards. @@ Wait a few minutes for it to cool. @@ The ink ribbon is completely used: install a new printer ribbon with its new gauge. Open the front cover and check the document path. Print the received faxes (and/or listen to the vocal messages received). Call your after-sales service. Telephoning 1 Directory &2'(6 2) 7+(75\$160,66,21 5(3257 Settings 2 The result of each communication is given by the logs (transmission/reception) and the communication report. In case of failure, the result is a code, whose meaning is as follows:)\$,/85(&2'(6 Code 01 - Your party does not answer Please call later.

Code 02 - The called number is suspect, since no fax answers Check the number of your party. Code 03 - STOP You pushed on STOP during the communication. Code 04 - Invalid abbreviated number Check the number. Code 05 - Document feeder failure during the communication Document jam or failure of the document feeder. Code 07 - Failure in the operation of the remote terminal or line Restart the communication. Code 08 - The document you sent may not have been correctly received Send it again and check with your party. Code 0A - Active polling You tried an active polling while the remote terminal had no document to be polled. Code 0B - Difference between the number of pages forecast at transmission and the number of pages sent Check the number of pages. Code 13 - Full memory Fax reception has become impossible. Code 17 - Protected access Your machine is in protected access; a party tried to call you while he/she did not have your password.

Code 23 - Unknown mailbox No The number of the mailbox you entered is unknown by your party's machine. 3 Fax 4 TAD 5 Printing 6 Doc control Advanced functions 7 Options Appendix 45 Appendix 46 23260924-7 GUARANTEE (UK Terms and Conditions) In order to apply the guarantee, you should contact your dealer. Proof of purchase will be required. Should malfunctioning arise, the dealer will advise you what to do. If you bought your equipment from SAGEM directly, the following shall apply : A SAGEM undertakes to remedy by repair, free of charge for labour and replacement parts, any defects in the equipment during a period of twelve (12) months from the date of original delivery of the Equipment, where those defects are a result of faulty workmanship.

During this twelve month guarantee period, the defective equipment will be repaired free of charge; the customer must however return the defective equipment at his/her own expense, to the address given by SAGEM After Sales Department, the phone number of which can be found on the delivery slip. Unless the customer has concluded with SAGEM a maintenance contract in respect of the equipment which specifically provides for repairs to be carried out at the customer's premises, the repairs will not be carried out on the equipment at the customer's premises. The following sentence applies to purchases of equipment for the customer's trade, business or profession. Except as otherwise expressly provided in this Document and to the extent permitted by law, SAGEM makes no representations or warranties, express or implied, statutory or otherwise, and to such extent, all terms and conditions implied by law are hereby excluded. This guarantee does not affect the Customer's statutory rights.

B Exclusions From Guarantee SAGEM shall have no liability under the guarantee in respect of : damage, defects breakdown or malfunction due to : - failure to properly follow the installation process and instructions for use; or - an external cause to the equipment (including but not limited to, lightning, fire, shock or water damage of any nature); or - modifications made without the written approval of SAGEM SA; or - a failure or neglect to maintain the equipment or inappropriate maintenance; or - unsuitable operating conditions, particularly of temperature and humidity; or - repair or maintenance of the equipment by persons not authorised by SAGEM; or wear and tear from normal daily use of the equipment and its accessories damage due to insufficient or bad packaging of equipment when returned to SAGEM supply of new versions of software work on any equipment or software modified or added without the prior written consent of SAGEM malfunctions not resulting from the Equipment or from software installed in user workstations for the purpose of use of the equipment communication problems related to an unsuitable environment, including : - problems related to access and/or connection to the Internet such as interruptions by access networks or malfunction of the line used by the subscriber or his correspondent - transmission faults (for example poor geographical coverage by radio transmitters, interference or poor line quality) - the local network fault (wiring, servers, workstations) or the failure of the transmission network the normal servicing (as defined in the user guide supplied with the equipment) as well as malfunctioning due to servicing not being carried out, servicing costs are in any event always borne by the customer. C In the cases set forth in B) as well as after expiry of the twelve month guarantee period, the customer must ask SAGEM for an estimate, and he/she must accept the estimate and agree to pay the charges mentioned in it before returning the equipment to SAGEM.



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