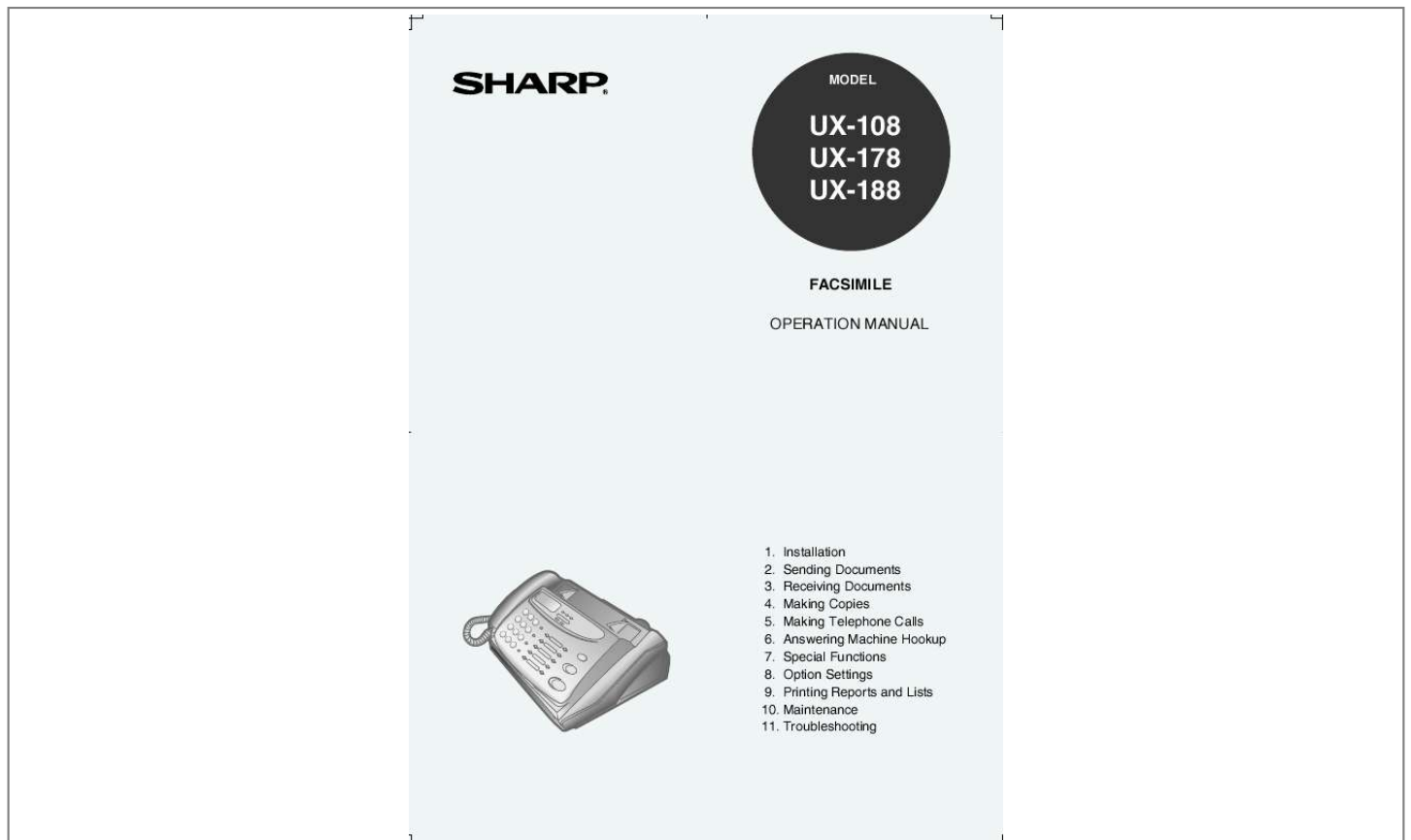




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You can read the recommendations in the user guide, the technical guide or the installation guide for SHARP UX-108/178/188. You'll find the answers to all your questions on the SHARP UX-108/178/188 in the user manual (information, specifications, safety advice, size, accessories, etc.). Detailed instructions for use are in the User's Guide.

User manual SHARP UX-108/178/188  
User guide SHARP UX-108/178/188  
Operating instructions SHARP UX-108/178/188  
Instructions for use SHARP UX-108/178/188  
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**Manual abstract:**

Installation 2. Sending Documents 3. Receiving Documents 4. Making Copies 5. Making Telephone Calls 6. Answering Machine Hookup 7. Special Functions 8. Option Settings 9. Printing Reports and Lists 10. Maintenance 11.

@@@@@@@However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures: Reorient or relocate the receiving antenna. Increase the separation between the equipment and the receiver. Connect the equipment into an outlet on a circuit different from that to which the receiver is connected. Consult the dealer or an experienced radio/TV technician for help.

ABOUT THE TELEPHONE CONSUMER PROTECTION ACT OF 1991 "The Telephone Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electronic device to send any message via a telephone facsimile machine unless such message clearly contains in a margin at the top or bottom of each transmitted page or on the first page of the transmission the following information: (1) The date and time of transmission. (2) Identification of either the business, business entity or individual sending the message. @@@@These numbers are located on the rear side of the unit. Space is also provided for other relevant information. @@@@ (10 m) roll Recommended replacement roll: FO-40PRw 164 ft.

(50 m) roll 10 sheets max. UX-108: Tear off by hand UX-178/188: Automatic cutter 9600 bps with automatic fallback to 7200, 4800, or 2400 bps Approx. 15 seconds (Sharp special mode) 16-digit LCD display Auto/Manual/Answering machine (for connecting answering machine) Horizontal: 203 pels/inch (8 pels/mm) Vertical: Standard: 98 lines/inch (3.85 lines/mm) Fine /Halftone: 196 lines/inch (7.7 lines/mm) Super fine: 391 lines/inch (15.4 lines/mm) Thermal recording 64 levels Automatic document feeder Paper cutting method Modem speed Transmission time\* Display Reception modes Resolution Recording system Halftone (grayscale) \* Based on ITU-T Test Chart #1 at standard resolution in Sharp special mode, excluding time for protocol signals (i.e., ITU-T phase C time only). Applicable telephone line Compatibility Configuration Compression scheme Scanning method Effective recording width Input document size Public switched telephone network ITU-T (CCITT) G3 mode Half-duplex, desktop transceiver MH, MR, Sharp Sheet-feeder CIS (Contact Image Sensor) 8.3 " (210 mm) max.

Automatic feeding: Width: 5.8 to 8.5" (148 to 216 mm) Length: 5.5 to 11" (140 to 279 mm) Manual feeding: Width: 5.8 to 8.5" (148 to 216 mm) Length: 5.5 to 23.6" (140 to 600 mm) 8.3" (210 mm) max. Automatic/Dark selectable Standard Standard (cannot be used if power fails) 120 V AC, 60 Hz 41 to 95°F (5 to 35°C) Maximum: 85 % Stand-by: 6.

0 W Maximum: 100 W Width: 12.1" (308 mm) Depth: 10.4" (256 mm) Height: 5.4" (138 mm) UX-108: Approx. 5.5 lbs. (2.5 kg) UX-178/UX-188: Approx. 5.7 lbs.

(2.6 kg) Effective scanning width Contrast control Copy function Telephone function Power requirements Operating temperature Humidity Power consumption Dimensions Weight As a part of our policy of continuous improvement, SHARP reserves the right to make design and specification changes for product improvement without prior notice. The performance specification figures indicated are nominal values of production units. There may be some deviations from these values in individual units. Important safety information · Do not disassemble this machine or attempt any procedures not described in this manual. Refer all servicing to qualified service personnel. · This machine must only be connected to a 120 V, 60 Hz, grounded (3-prong) outlet. Connecting it to any other kind of outlet will damage the machine and invalidate the warranty. · Do not install or use the machine near water, or when you are wet. Take care not to spill any liquids on the machine.

· Unplug the machine from the power outlet and telephone jack and consult a qualified service representative if any of the following situations occur: - Liquid has been spilled into the machine or the machine has been exposed to rain or water. - The machine produces odors, smoke, or unusual noises. - The power cord is frayed or damaged. - The machine has been dropped or the housing damaged. · Do not allow anything to rest on the power cord, and do not install the machine where people may walk on the power cord. · Never insert objects of any kind into slots or openings on the machine. This could create a risk of fire or electric shock. If an object falls into the machine that you cannot remove, unplug the machine and consult a qualified service representative. · Do not place this machine on an unstable cart, stand or table. The machine could be seriously damaged if it falls.

· Never install telephone wiring during a lightning storm. · Never install telephone jacks in wet locations unless the jack is specifically designed for wet locations. · Never touch bare telephone wires or terminals unless the telephone line has been disconnected at the network interface. · Use caution when installing or modifying telephone lines. · Avoid using a telephone (other than a cordless type) during an electrical storm.

There may be a remote risk of electric shock from lightning. · Do not use a telephone to report a gas leak in the vicinity of the leak. · The power outlet must be installed near the equipment and must be easily accessible. Important: · This facsimile machine is not designed for use on a line which has call waiting, call forwarding, or certain other special services offered by your telephone company. If you attempt to use the fax machine in conjunction with any of these services, you may experience errors during transmission and reception of facsimile messages.

· This fax machine is not compatible with digital telephone systems. Table of Contents 1 Installation 1 Unpacking Checklist . . . . .

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This allows you to receive both voice messages and faxes while you are out. Setting the reception mode Press the RECEPTION MODE key until the arrow in the display points to the desired mode. RECEPTION MODE key TEL FAX FEB 1 10:30 A.

M. RECEPTION MODE TEL FAX FEB 1 10:30 A.M. TEL FAX FEB 1 10:30 A.M.

For more information on receiving faxes in TEL and FAX modes, see Chapter 3, "Receiving Documents". For more information on using A.M. mode, see Chapter 6, "Answering Machine Hookup". 19 1. Installation Selecting the Reception Mode Volume Adjustment Volume Adjustment You can adjust the volume of the speaker, handset, and ringer using the UP and DOWN keys. DOWN key UP key Speaker 1 Press the SPEAKER key. SPEAKER 2 Press the UP or DOWN key. Display: SPEAKER: HIGH DOWN or UP SPEAKER: MIDDLE SPEAKER: LOW 3 When the display shows the desired volume level, press the SPEAKER key to turn off the speaker. SPEAKER 20 Handset 1 Lift the handset.

2 Press the UP or DOWN key. DOWN UP Display: RECEIVER: HIGH or RECEIVER: MIDDLE RECEIVER: LOW 3 When the display shows the desired volume level, replace the handset. Ringer 1 Press the UP or DOWN key. (Make sure the SPEAKER key has not been pressed and the handset is not lifted.)

The ringer will ring once at the selected level, then the date and time will reappear in the display. Display: RINGER: HIGH DOWN or UP RINGER: MIDDLE RINGER: LOW RINGER OFF: OK? 3 If you selected RINGER OFF: OK?, press the START key. START 21 1. Installation Volume Adjustment Chapter 2 Sending Documents Transmittable Documents Size and weight The size and weight of documents that you can load in the document feeder depend on whether you load one page at a time or several pages at once. Loading one page at a time: Minimum size 5.8" (148 mm) 5" (140 mm) Maximum size 8.5" (216 mm) 23.6" (600 mm) Minimum weight Maximum weight 36 lbs. (157 g/m<sup>2</sup>) 14 lbs. (52 g/m<sup>2</sup>) Loading several pages at once: Minimum size 5.

8" (148 mm) 5.5" (140 mm) Maximum size 8.5" (216 mm) 11" (279 mm) Minimum weight 14 lbs. (52 g/m<sup>2</sup>) Maximum weight 20 lbs. (80 g/m<sup>2</sup>) 22 Transmittable Documents Note: Letters or graphics on the edges of a document will not be transmitted.

Letters in the shaded area will not be transmitted. 0.16"(4 mm) 0.16"(4 mm) Other restrictions Documents written in yellow, greenish yellow, or light blue ink cannot be transmitted, as the scanner does not recognize these colors. Ink, glue, and correcting fluid on documents must be dry before they pass through the document feeder. All clips, staples, and pins must be removed from documents before transmission. If these are not removed, they may damage the fax. Documents which are patched, taped, torn, smaller than the minimum size, carbon backed, or easily smudged should be photocopied, and the copy used for transmission. 23 2. Sending Documents Loading the Document Loading the Document Up to 10 pages can be placed in the feeder at one time.

The pages will be automatically fed into the machine starting from the page on the bottom. If you need to send or copy more than 10 pages, place the additional pages gently and carefully in the feeder just before the last page is scanned. Do not try to force them in, as this may cause double-feeding or jamming. If your document consists of several large or thick pages which must be loaded one at a time, insert each page into the feeder as the previous page is being scanned. Insert gently to prevent double-feeding. 1 Adjust the document guides to the width of your document. 2 Place the document face down and push it gently into the document feeder. The top edge of the document should enter the machine first. The feeder will draw the leading edge of the document into the machine. The display will show: READY TO SEND 3 Adjust the resolution and/or contrast setting (if desired) as described in the section "Resolution and Contrast", then dial the receiving machine as described in "Sending a Fax by Normal Dialing".

RESOLUTION 24 Loading the Document Removing a document from the feeder Important: Do not try to remove a document without opening the operation panel. This may damage the feeder mechanism. 1 Pull the release marked PANEL RELEASE toward you and open the operation panel. 2 Remove the document. 3 Close the operation panel, making sure it clicks into place.

Click! 25 2. Sending Documents If you need to remove a document from the feeder, open the operation panel. Resolution and Contrast Resolution and Contrast If desired, you can adjust the resolution and contrast before sending a document. The default resolution setting is STANDARD and the default contrast setting is AUTO. You must adjust the settings each time you don't want to use the default settings.

Note: The resolution and contrast settings are only effective for transmitting a document. They are not effective for receiving a document. Resolution settings STANDARD: FINE: SUPER FINE: HALF TONE: Use STANDARD for ordinary documents. This setting gives you the fastest and most economical transmission. Use FINE for documents containing small letters or fine drawings. Use SUPER FINE for documents containing very small letters or very fine drawings. Use HALF TONE for photographs and illustrations. The original will be reproduced in 64 shades of gray. Note: In order to transmit in SUPER FINE resolution, the receiving fax machine must also have that resolution. If it doesn't, your machine will automatically step down to the next best available setting.

Contrast settings AUTO DARK Use AUTO for normal documents. Use DARK for faint documents. 26 Resolution and Contrast 1 Load the document(s). The document must be loaded before the resolution and contrast can be adjusted. 2 Press the RESOLUTION key one or more times until the desired resolution and contrast settings appear in the display. The first time you move through the list of resolution settings, the contrast setting AUTO will appear next to each resolution setting. The second time you move through the list, the contrast setting DARK will appear. Display: RESOLUTION STANDARD :AUTO FINE :AUTO SUPER FINE :AUTO HALF TONE :AUTO STANDARD :DARK FINE :DARK SUPER FINE :DARK HALF TONE :DARK 27 2. Sending Documents Sending a Fax by Normal Dialing Sending a Fax by Normal Dialing With Normal Dialing, you pick up the handset (or press the SPEAKER key) and dial by pressing the number keys. If a person answers, you can talk with them through the handset before sending the fax. (If you pressed the SPEAKER key, you must pick up the handset to talk.) Normal Dialing allows you to listen to the line and make sure the other fax machine is responding.



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1 Load the document(s). The display will show: READY TO SEND · Set the resolution and/or contrast if desired. RESOLUTION 2 Pick up the handset or press the SPEAKER key.

Listen for the dial tone. or SPEAKER 3 Dial the number of the receiving machine by pressing the number keys. ABC DEF 1 GHI 2 JKL 3 MNO 4 PQRS 5 TUV 6 WXYZ 7 8 9 28 Sending a Fax by Normal Dialing 4 · If the other party answers, ask them to press their Start key (if you pressed the SPEAKER key, pick up the handset to speak with them). This causes the receiving machine to issue a reception tone. 5 When you hear the reception tone, press the START key.

Replace the handset (or press the SPEAKER key to turn off the speaker). · When transmission is completed, the fax will beep once. START Using the REDIAL key You can press the REDIAL key to redial the last number dialed. To send a document, proceed from Step 4 of Normal Dialing. Note that the speaker will be automatically activated when you press the REDIAL key. Facsimile reception tone: This is a pronounced, high-pitched tone that the receiving machine sends to the transmitting machine to indicate that it is ready to receive. 29 2. Sending Documents Wait for the connection. Depending on the setting of the receiving machine, you will either hear a facsimile reception tone or the other person will answer. Beep Sending a Fax by Automatic Dialing Sending a Fax by Automatic Dialing You can dial a fax or telephone number by simply pressing a Rapid Key, or by pressing the SPEED DIAL key and entering a two-digit number.

To use Automatic Dialing, you must first store the full fax or telephone number in your fax machine. When you store a fax or telephone number, you select a two-digit Speed Dial number for it. 30 Speed Dial numbers are available. Speed Dial numbers 01 through 10 are for Rapid Key (one-touch) Dialing. 01 Speed Dial numbers 11 through 30 are for dialing with the SPEED DIAL key. SPEED DIAL START 1 1 SPEED DIAL key Attach each strip of Rapid Key labels between the Rapid Keys. Rapid keys When you store a number in a Rapid Key, write the name of the party on the label. 30 Sending a Fax by Automatic Dialing Storing fax and telephone numbers for Automatic Dialing 1 Press these keys: FUNCTION The display will show: FAX/TEL. # MODE 2 Press 1 to select SET. The display will show: 1 FAX/TEL.

# SET ENTER SPEED # 3 Enter a two-digit Speed Dial number by pressing the number keys (01 to 10 for Rapid Key Dialing, 11 to 30 for Speed Dialing). 0 1 (Example) 4 Enter the fax or voice number by pressing the number keys (max. of 32 digits including pauses). (Note: Spaces and hyphens cannot be entered.) · If you make a mistake, press the HOLD/SEARCH key to move the cursor back to the mistake and then enter the correct number.

The new number will replace the old number. · If a pause is required between any of the digits to access a special service or an outside line, press the REDIAL key (two seconds per pause). Several pauses can be entered in a row. 5 5 1 2 3 4 (Example) 5 Press the START key. START 31 2.

Sending Documents 3 Sending a Fax by Automatic Dialing 6 Enter the name of the party by pressing the number keys as shown in the chart below. Up to 10 characters can be entered. (See Step 6 in "Entering Your Name and Fax Number" in Chapter 1 for more details.) · If you don't want to enter a name, skip this step. · To enter two letters in succession that require the same key, press the SPEAKER key after entering the first letter. Example: SHARP = 7 7 7 7 4 4 4 2 2 7 7 7 A= B= C= D= E= F= G= H= I= J= K= L= M= N= O= P= Q= R= S= SPEAKER 7 T= U= V= W= X= Y= Z= SPACE = 7 8 Press the START key. START Return to Step 3 to store another number, or press STOP to exit. If the number will be used for Rapid Key Dialing, you can write the name on the appropriate Rapid Key label. STOP Step 3 or Storing area codes and access codes You can also store an area code or access code in a Rapid Key or Speed Dial number. To use this number to dial, see "Chain Dialing" in Chapter 5, "Making Telephone Calls".

Note: An area code or access code stored in a Rapid Key or Speed Dial number can only be used if the handset is lifted or the SPEAKER key pressed before dialing. 32 Sending a Fax by Automatic Dialing Clearing numbers 1 Press these keys: The display will show: FUNCTION FAX/TEL. # MODE 2 3 Press 2 to select CLEAR. 2 Enter the Speed Dial number that you want to clear by pressing the number keys. 0 1 (Example) 4 5 Press the START key. START Return to Step 3 to clear another number, or press STOP to exit. STOP Step 3 or Making changes To make changes in a number previously stored, repeat the storing procedure. Select the Speed Dial number for which you want to make changes in Step 3, and then change the number and/or name when they appear in the display (Steps 4 and 6, respectively). A lithium battery keeps automatic dialing numbers in memory The machine uses a lithium battery to keep automatic dialing numbers and other programmed data in memory when the power is turned off. Battery power is consumed primarily when the power is off.

With the power kept continuously off, the life of the battery is about 5 years. If the battery dies, have your dealer or retailer replace it. Do not try to replace it yourself. 33 2. Sending Documents 3 Sending a Fax by Automatic Dialing Rapid Key Dialing If the number you want to dial has been stored for Automatic Dialing as a Speed Dial number from 01 to 10, you can dial it by pressing the corresponding Rapid Key.

1 Load the document(s). The display will show: READY TO SEND · Set the resolution and/or contrast if desired. RESOLUTION 2 Press the Rapid Key corresponding to the desired Speed Dial number. · The name of the receiving party will appear in the display. If no name was stored, the fax number will appear.

(If the name or number is incorrect, press the STOP key.) · The document will be automatically transmitted once the connection is made. 01 03 02 04 06 Example: To dial Speed Dial number 03, press Rapid Key 03. 34 Sending a Fax by Automatic Dialing Speed Dialing Speed Dialing can be used to dial any number that has been stored for Automatic Dialing. 2. Sending Documents RESOLUTION 1 Load the document(s). The display will show: READY TO SEND Set the resolution and/or contrast if desired. 2 Press the SPEED DIAL key and then enter the two digits of the Speed Dial number by pressing the number keys. · To enter numbers 1 through 9, first enter 0 and then the number. SPEED DIAL 2 0 (Example) 3 Check the display.



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If the name or number shown is correct, press the START key. (If not, press the STOP key and then repeat Step 2.) START 35 Sending a Fax by Automatic Dialing Direct Keypad Dialing You can also enter a full number with the number keys and then press the START key to begin dialing. You can use this method to dial a full number when you don't need to speak to the other party before faxing. 1 Load the document(s). The display will show: READY TO SEND · Set the resolution and/or contrast if desired. RESOLUTION 2 Enter the number of the receiving machine by pressing the number keys. · If a pause is required between any of the digits to access a special service or an outside line, press the REDIAL key (two seconds per pause). Several pauses can be entered in a row. ABC DEF 1 GHI 2 JKL 3 MNO 4 PQRS 5 TUV 6 WXYZ 7 8 9 3 Check the display.

If the number of the receiving machine shown is correct, press the START key. · If it is not correct, press the STOP key to backspace and clear one digit at a time, and then re-enter the correct digit(s). START 36 Sending a Fax by Automatic Dialing Using the HOLD/SEARCH key If you don't remember the Rapid Key or Speed Dial number in which you have stored a particular fax number, you can search for the number by following the steps below. Once you have found the number, you can dial it and transmit the loaded document by simply pressing the START key. 1 Load the document(s).

The display will show: READY TO SEND · Set the resolution and/or contrast if desired. RESOLUTION 2 Press the HOLD/SEARCH key and then the 1 key. HOLD/SEARCH 1 3 Enter the first letter of the stored name by pressing the appropriate number key (the key below the marked letter) one or more times until the letter appears in the display. If the name begins with a special character or number, press 1. · If you don't remember the first letter, go to Step 4 (you will scroll through the list from the beginning).

· If a name wasn't stored for the number, press 0. This will cause numbers, not names, to appear when you scroll. ABC DEF 1 GHI 2 JKL 3 MNO 4 PQRS 5 TUV 6 WXYZ 7 8 9 3 2. Sending Documents Sending a Fax by Automatic Dialing 4 Press the # key or the \* key to scroll through the names (numbers if you pressed 0). Stop when the desired name appears in the display. · If no names have been stored that begin with the entered letter, you will scroll from the next name, in alphabetical order, in the list. If no names/numbers have been stored at all, NO DATA will appear. or 5 Press the START key. The document will be automatically transmitted once the connection is made. START Automatic redialing If you use automatic dialing (including Direct Keypad Dialing) and the line is busy, the machine will automatically redial the number.

The machine has been set at the factory to make 2 redialing attempts at intervals of 5 minutes. To stop automatic redialing, press the STOP key. If desired, you can change the number of times the machine redials with Option Setting 4, and the interval at which redialing takes place with Option Setting 3. See Chapter 8, "Option Settings". 38 Chapter 3 Receiving Documents Using FAX Mode Press the RECEPTION MODE key until the arrow in the display points to FAX. 3. Receiving Documents RECEPTION MODE TEL FAX A.M. When the reception mode is set to FAX, the machine will automatically answer all calls on four rings and receive incoming faxes. Fax reception 4 rings You can change the number of rings on which the machine answers calls by changing Option Setting 2.

(See Chapter 8, "Option Settings".) If you pick up the handset before the machine answers, you can talk to the other party and/or receive a document as described in "Using TEL mode". Note: If you are using distinctive ring, the machine will answer incoming calls after two rings regardless of the setting of Option Setting 2. 39 Using TEL mode Using TEL Mode Press the RECEPTION MODE key until the arrow in the display points to TEL. RECEPTION MODE TEL FAX A.

M. When the reception mode is set to TEL, you must answer all calls using the fax machine's handset or an extension phone connected to the same line. Answering with the fax's handset 1 Pick up the handset when the machine rings. 2 If you hear a fax tone, wait until the display shows RECEIVING and then replace the handset. Beep RECEIVING Note: If you have set Option Setting 12 (Fax signal receive) to NO, press the START key to begin reception. 3 If the other party first talks and then wants to send a fax, press the START key after speaking (press your START key before the sender presses their Start key). · Make sure that the display shows RECEIVING, then replace the handset. START RECEIVING 40 Using TEL mode Answering with an extension phone 1 Answer the extension phone when it rings. 2 Beep Phone goes dead or pronounced, high-pitched tones 3 If the fax doesn't respond, or if the other party first talks to you and then wants to send a fax, press 5, \*, and \* on the extension phone (only on a tone dial phone). Hang up. 5 Comments: · Your fax will not accept the signal to begin reception (5\* \*) if a document is loaded in its feeder. · If you have set Option Setting 12 to NO and hear a fax tone when you answer the extension phone, you must press 5, \*, and \* if you are on a touch-tone phone, or walk over to the fax, pick up the handset, and press the START key if you are on a pulse dial phone. · The code used to activate fax reception from a touch-tone extension phone (5\* \*) can be changed if desired. See Option Setting 5 ("Tel/Fax Remote Number") in Chapter 8, "Option Settings". Paper cutting UX-108: After receiving a document, grasp the paper by the edge and pull upward to tear it off.

UX-178/188: After receiving a document, your fax will automatically cut each page to a length slightly longer than the original pages. 41 3. Receiving Documents If you hear a soft fax tone, wait until your fax responds (the extension phone will go dead if it is connected to your fax, or you will hear pronounced, high-pitched tones if the phone is connected to a separate wall jack), then hang up. Chapter 4 Making Copies Your fax can also be used to make copies. You can use this function to make a sample copy of a document before transmitting it to see if the resolution or contrast needs adjustment. The default resolution for copying is FINE. 1 Load the document(s) face down. The display will show: READY TO SEND · If desired, adjust the resolution and/or contrast with the RESOLUTION key. RESOLUTION 2 Press the COPY/HELP key.



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**COPY/HELP** Incoming calls during copying The fax goes into manual reception mode during copying, so if a call comes in at this time, pick up the handset to answer.

To receive a document, press the **START** key after copying is finished. If you want to begin reception immediately, press the **STOP** key to stop copying, and then press the **START** key as soon as the document has fed out and the fax has returned to standby mode. 42 Chapter 5 Making Telephone Calls Your fax can be used like a regular telephone to make and receive voice calls. To make or receive a phone call, the power must be on. 1 Pick up the handset or press the **SPEAKER** key.

Listen for the dial tone. or **SPEAKER** 2 Dial the number using one of the following methods: · Normal Dialing: Enter the full telephone number with the numeric keys. · Rapid Key Dialing: Press the appropriate Rapid Key. · Speed Dialing: Press the **SPEED DIAL** key, and enter the 2-digit Speed Dial number with the numeric keys. ABC DEF 1 GHI 2 JKL 3 MNO 4 PQRS 5 TUV 6 WXYZ 7 8 9 3 Speak with the other party when they answer.

· If you pressed the **SPEAKER** key, pick up the handset to talk. 43 5. Making Phone Calls Making Telephone Calls Comments: · While the handset of the fax is lifted (off hook), an extension phone connected directly to the fax cannot be used to speak with the other party. · The fax may interrupt a voice call received on an extension phone if the reception mode is set to A.M. and there is a period of silence during the conversation. If you are on a touch-tone phone, you can prevent this by pressing any three keys on the phone immediately after you answer. (Note: Do not enter the code to activate fax reception: 5, \*, \*.) Chain Dialing After lifting the handset, you can dial any combination of Normal Dialing, Rapid Key Dialing and Speed Dialing numbers. For example, if you have stored an area code or an access code for a special service in a Rapid Key, you can press the Rapid Key for that area code or access code, then dial the remainder of the number by pressing a Rapid Key, pressing number keys, or pressing the **SPEED DIAL** key and entering a two-digit Speed Dial number.

Using the **HOLD/SEARCH** key You can use the **HOLD/SEARCH** key to search for a Rapid Key or Speed Dial number. First search for the number as described in "Using the **HOLD/SEARCH** key" in "Dialing and Transmission" in Chapter 3, then pick up the handset or press the **SPEAKER** key. The number will be dialed automatically (do not press the **START** key). Redial The last number called can be redialed by pressing the **REDIAL** key (it is not necessary to pick up the handset or press the **SPEAKER** key). When the other party answers, pick up the handset to talk. Hold You can put the other party on hold during a conversation by pressing the **HOLD/SEARCH** key. When this is done, they cannot hear you. You can put the handset back in the cradle without breaking the connection. When you are ready to speak with them again, pick up the handset. If you did not put the handset back in the cradle, press the **HOLD/SEARCH** key again to resume conversation.

44 Chapter 6 Answering Machine Hookup Connecting an Answering Machine If desired, you can connect an answering machine to your fax machine's **TEL SET** jack. This will allow you to receive both voice messages and faxes when you are out. 1 Remove the seal covering the **TEL SET** jack. 2 Connect the answering machine's telephone line jack to the **TEL SET** jack. · If desired, you can connect an extension phone to your answering machine's extension phone jack. **TEL SET TEL LIN**.

E To answering machine's telephone line jack Make sure the **TEL LINE** jack is connected to the wall jack. 45 6. Answering Machine Activating the Answering Machine Hookup Changing the outgoing message The outgoing message (OGM) of your answering machine should be changed to inform callers who want to send a fax to press their Start key. For example, your message might go as follows: "Hello. You've reached the ABC company. No one is available to take your call right now. Please leave a message after the beep or press your facsimile Start key to send a fax. Thank you for calling." Comments: · Try to keep the length of the message under 10 seconds.

If it is too long, you may have difficulty receiving faxes sent by automatic dialing. · If your outgoing message must be longer than 10 seconds, leave a pause of about four seconds at the beginning of the message. This will give your fax a chance to detect fax tones sent when automatic dialing is used. Activating the Answering Machine Hookup Before you go out, activate the answering machine hookup as follows: 1 Set the reception mode to A.M. **RECEPTION MODE TEL FAX A.M.** 2 Set your answering machine to auto answer. · Your answering machine must be set to answer on a maximum of two rings. If not, you may not be able to receive faxes sent by automatic dialing.

· If your answering machine has a toll saver function, make sure that it will answer by the fourth ring. 46 Activating the Answering Machine Hookup How the hookup operates While you are out, all of your incoming calls will be answered by your answering machine and its outgoing message will play. Voice callers can leave a message. During this time, your fax will quietly monitor the line. If your fax detects a fax tone or a duration of silence greater than four seconds, it will take over the line and begin reception.

When you return and turn off your answering machine, be sure to change the reception mode back to **FAX** or **TEL**! 47 6. Answering Machine Chapter 7 Special Functions Caller ID If you subscribe to a caller identification service from your telephone company, you can set your fax to display the name and number of the caller while the fax rings. Important: · To use this function, you must subscribe to a caller identification service from your telephone company. · Your fax may not be compatible with some caller identification services. 1 Press these keys: **FUNCTION 4** The display will show: **OPTION SETTING** 2 Press the \* key.

The display will show: **CALLER-ID** 3 Press 1 to turn on Caller ID, or 2 to turn it off. **YES NO** 1 The display will show: or 2 **AREA CODE # MODE** 48 Caller ID 4 Press 1 to select **SET**. (To clear a previously programmed area code, press 2 and go to Step 7.) **SET CLEAR** 1 The display will show: or 2 **ENTER AREA CODE** 5 Enter the three digits of your area code. 2 0 5 (Example) 6 Press the **START** key to store your area code. **START** The display will show: **FINE PRIORITY** 7 Press the **STOP** key to return to the date and time display. **STOP** How Caller ID operates When you receive a call, the name and phone number of the caller will alternately appear in the display, beginning just before the second ring.



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The information will continue to be displayed until you pick up the handset, or until the fax answers automatically if it is in FAX mode. Note: Some caller ID services may not provide the name of the caller. In this case, only the phone number will appear.

Display example: DOE JOHN Caller's name 444-555-6666 Caller's number 7. Special Functions 49 Caller ID Display messages One of the following messages will appear while the fax rings if caller information is not available. NO SERVICE No caller information was received from your telephone company. Make sure that the telephone company has activated your service. Noise on the telephone line prevented reception of caller information. The call was made from an area which does not have a caller identification service, or the caller's service is not compatible with that of your local phone company. CALLER-ID ERROR OUT OF AREA PRIVATE CALL Caller information was not provided by the telephone company at the caller's request. Viewing the Caller ID list If you subscribe to a Caller ID service and have turned on the Caller ID function, your fax machine will keep information on the most recent 20 unanswered calls and/or unsuccessful faxes you have received. You can view this information, which consists of the name and number of each caller, in the Caller ID List. After you have received 20 unanswered calls, each new call will delete the oldest call.

Follow the steps below to view the Caller ID List in the display. If desired, you can immediately dial a number when it appears. @@@@Dialing will begin automatically. @@@@Press the START key and then the STOP key. 1 or 2 5 4 5 5 5 1 5 2 3 (Example) 4 START STOP Blocking voice calls With Caller ID turned on, you can use the Anti Junk Fax function described in "Blocking Reception of Unwanted Faxes" in this chapter to block voice calls as well as fax receptions (the Anti Junk Fax function normally only blocks faxes).

@@@@The second number rings differently from your normal number. @@This allows you to use the second number as an exclusive fax number. @@@@One short, one long, and one short ring. @@@@Do not connect it directly to your fax. @@This saves paper by not printing out unwanted "junk" faxes.

@@@@Special Functions 3 Storing: Enter a 1-digit number from 1 to 5. This number identifies the fax/voice number you will store in the next step. Clearing: Enter the number which identifies the fax/voice number you want to clear, and go to Step 5. Blocking Reception of Unwanted Faxes 4 Enter the full number you want to block (max. of 20 digits). 5 5 5 1 2 3 4 (Example) 5 Press the START key. START 6 Return to Step 3 to enter (or clear) another number, or press STOP to exit. STOP Step 3 or 56 Polling (Requesting a Fax Transmission) Polling (Requesting a Fax Transmission) Polling allows you to request another fax machine to send a document to your fax machine. In other words, the receiving fax machine, not the transmitting fax machine, initiates the transmission. You can use your fax to both poll and be polled by others.

To use the polling function, you must first set Rapid Key 10/POLL for use as a polling key. This is done by changing Option Setting 14, as described in Chapter 8, "Option Settings". Requesting transmission Note: Rapid Dial Keys cannot be used for polling. To dial a Rapid Dial location, press the SPEED DIAL key and then enter the 2-digit number corresponding to the Rapid Key. 1 Dial the fax machine you want to poll using one of the following methods: · Pick up the handset (or press the SPEAKER key) and dial the full number. Wait for the fax answerback tone. · Press the SPEED DIAL key and enter a 2-digit Speed Dial number. · Enter the full number using the numeric keys. SPEED DIAL 0 (Example) 1 2 Press Rapid Key 10/POLL. · If you used the handset, replace it when POLLING appears in the display.

Reception will begin. 10/POLL 57 7. Special Functions Polling (Requesting a Fax Transmission) Turnaround polling After polling a fax machine, you can send a document to that machine during the same connection. Simply place the document to be sent in the feeder and follow the steps described above in "Requesting transmission". When polling is finished, the document will be automatically transmitted.

The other fax machine must also have Turnaround Polling capability. Turnaround Polling cannot be done when a timer transmission operation is set. Being polled (polling standby) To let another fax machine poll your fax, simply set the reception mode to FAX, and load the document(s) to be sent. Transmission will take place when the other fax machine calls your fax and activates polling. Automatic reception is possible while your fax is on polling standby.

Polling security Polling Security allows you to prevent unauthorized polling of your fax. When this function is turned on, polling will only take place when the fax number of the polling fax machine has been entered in your fax's list of permitted fax numbers (called "passcode numbers"). The number of the polling fax must also be programmed in itself for identification. To use Polling Security, follow the steps below to turn the function on, and then enter permitted numbers as shown on the following page. 1 Press the keys shown at right. ENTRY MODE will appear in the display. Press the # key three times. SECURITY SELECT will appear in the display. Press 1 to turn polling security on, or 2 to turn it off. FUNCTION 3 2 3 58 1 or 2 Polling (Requesting a Fax Transmission) 4 Press the START key and then the STOP key.

START STOP Storing and clearing fax numbers for polling permission You can store up to 10 fax numbers in your fax's list of permitted numbers. 1 Press the keys shown at right. ENTRY MODE will appear in the display. Press the # key four times. PASSCODE # MODE will appear in the display. Press 1 to store a number, or 2 to clear a number. @@@@TIMER MODE will appear in the display. @@@@Press the START key and then the STOP key. If this is a transmission operation, load the document in the feeder sometime before the specified time of transmission. RESOLUTION 10 START STOP To cancel an operation If you need to cancel an operation after it has been set, follow the steps below.

1 2 Press the keys shown at right. TIMER MODE will appear in the display. Press # to cancel a transmission operation, or \* to cancel a polling operation. FUNCTION 1 or 7. Special Functions STOP 3 4 Press 2 to select CLEAR.

2 START Press the START key and then the STOP key. 61 Chapter 8 Option Settings The option settings let you customize your fax to better suit your needs. An initial setting has been made for each option at the factory.



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You can change a setting by following the steps described for each option below. First press FUNCTION FUNCTION and 4, then press # or \* to scroll through the options.

4 or Setting 1: FINE RESOLUTION PRIORITY This option sets the default resolution (the resolution used if a setting is not made with the RESOLUTION key) for transmitting documents. Press 1 (YES) to set the default resolution to FINE, or 2 (NO) to set it to STANDARD. · Initial setting: 2 FUNCTION 4 YES NO or Display will show: FINE PRIORITY STOP 1 2 NUMBER OF RINGS 62 Option Settings Setting 2: NUMBER OF RINGS TO ANSWER This option sets the number of rings the fax machine waits before answering an incoming call in FAX reception mode. Enter any number from 1 to 5 rings. · Initial setting: 4 FUNCTION 4 Enter a number from 1 to 5 Press until display shows: NUMBER OF RINGS STOP RECALL INTERVAL Setting 3: RECALL INTERVAL This sets the amount of time your fax will wait between automatic redials when the line is busy. Enter 01 for 1 minute, 02 for 2 minutes, etc., up to a maximum of 15 minutes. · Initial setting: 05 FUNCTION 4 Enter a number from 01 to 15 Press until display shows: RECALL INTERVAL STOP RECALL TIMES Setting 4: RECALL TIMES This sets the maximum number of times your fax will automatically redial if the line is busy. Enter any number from 00 to 10. · Initial setting: 02 FUNCTION 4 Enter a number from 00 to 10 Press until display shows: RECALL TIMES STOP TEL/FAX REMOTE # 63 8.

Option Settings Option Settings Setting 5: TEL/FAX REMOTE NUMBER If you hear a fax tone when you answer a call on a touch-tone extension phone connected to the same line as the fax, you can make the fax begin reception by pressing 5, \*, and \* on the phone. Use this setting if you want to use a number other than 5 to begin fax reception. You can enter any number from 0 to 9. · Initial setting: 5 FUNCTION 4 Enter a number from 0 to 9 Press until display shows: TEL/FAX REMOTE # STOP REMOTE RECEPTION Setting 6: REMOTE RECEPTION SELECT If you don't intend to use the above TEL/FAX REMOTE NUMBER, you can turn detection of the number off. This will ensure that the fax never mistakenly attempts to begin reception if it detects a signal similar to the TEL/FAX REMOTE NUMBER while you are talking on an extension phone. Press 1 to turn detection on, or 2 to turn detection off. · Initial setting: 1 FUNCTION 4 YES Press NO or until display shows: REMOTE RECEPTION STOP 1 2 TRANSACTION LIST Setting 7: TRANSACTION REPORT PRINT SELECT This sets the condition for printing out a Transaction Report. Enter a number from 1 to 4 as follows: 1 (ALWAYS PRINT); 2 (ERR/TMR PRINT); 3 (SEND ONLY); 4 (NEVER PRINT); · Initial setting: 2 FUNCTION A report will be printed after each transmission, reception, or error. A report will be printed after an error or a timer operation. A report will be printed only after a transmission.

A report will never be printed. until display shows: DIAL MODE 4 Enter a number from 1 to 4 Press TRANSACTION PRINT STOP 64 Option Settings Setting 8: DIAL MODE This sets the mode of dialing. Press 1 if you are on a touch-tone line, or 2 if you are on a pulse dial line. (If you don't know which type of line you have, try making phone calls with both settings and see which one works.) · Initial setting: 1 FUNCTION 4 TONE Press PULSE or until display shows: DIAL MODE STOP 1 2 QUIET DETECT TM.

Setting 9: QUIET DETECT TIME When an answering machine is connected to the fax, the fax will take over the line and begin reception if it detects a certain duration of silence after the answering machine answers a call. This sets the duration of silence (in seconds). Enter a number from 01 to 10, or enter 00 to turn off the function. (Note: We recommend that you do not set Quiet Detect Time below 3 seconds.) · Initial setting: 04 FUNCTION 4 Enter a number from 00 to 10 Press until display shows: QUIET DETECT TM.

STOP FAX RX TAD FAILS Setting 10: FAX RECEPTION WHEN TAD FAILS Press 1 (YES) to have the fax answer a call if an answering machine connected to the fax does not answer within 5 rings. Press 2 (NO) to turn the function off. · Initial setting: 2 FUNCTION 4 YES NO or Press until display shows: FAX RX TAD FAILS STOP 1 2 DISTINCTIVE RING 65 8. Option Settings Option Settings Setting 11: DISTINCTIVE RING This sets the ring pattern to which your fax will answer if you subscribe to a distinctive ring service. Enter a number from 1 to 5 to select a pattern. See "Distinctive Ring" in Chapter 7 for more details. · Initial setting: 5 FUNCTION 4 Enter a number from 1 to 5 Press until display shows: DISTINCTIVE RING STOP FAX SIGNAL RX Setting 12: FAX SIGNAL RECEIVE Your fax will automatically begin reception if you hear a high-pitched fax tone after answering a call on your fax or an extension phone. If you use a computer fax modem to send documents on the same line, you must turn this function off in order to prevent your fax from mistakenly attempting to receive documents from the computer fax modem. Press 1 to turn the function on, or 2 to turn it off. · Initial setting: 1 FUNCTION 4 YES NO or Press until display shows: FAX SIGNAL RX STOP 1 2 JUNK # CHECK Setting 13: JUNK NUMBER CHECK Press 1 to prevent reception from fax numbers (and voice numbers if you are using Caller ID) entered in the Anti Junk Number List.

Press 2 to allow reception from all numbers. · Initial setting: 2 FUNCTION 4 YES NO or Press until display shows: JUNK # CHECK STOP 1 66 2 POLLING Option Settings Setting 14: POLLING Press 1 if you want to use Rapid Key 10/POLL as a polling key. Press 2 if you want to use it as a regular Rapid Key. · Initial setting: 2 FUNCTION 4 YES NO or Press until display shows: POLLING STOP 1 2 CALLER-ID Setting 15: CALLER ID If you subscribe to a caller ID service and want to use the Caller ID function, press 1 twice, enter your 3-digit area code by pressing the number keys, and then press the START key. To turn Caller ID off, press 2. (Caller ID is explained in more detail in "Caller ID" in Chapter 7.) · Initial setting: 2 FUNCTION 4 YES NO or Display will show: If 1 selected If 1 selected START CALLER-ID 1 SET 2 AREA CODE # MODE CLEAR or 1 2 ENTER AREA CODE Enter your area code STOP FINE PRIORITY 67 8. Option Settings Chapter 9 Printing Reports and Lists You can print out lists showing settings and information entered in the fax. You can also have the fax automatically print out a report on transactions after they are made. The lists and the report are described below.



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Printing a list 1 Press these keys: FUNCTION 2 The display will show: LISTING MODE 2 Press the # key or the \* key until the desired list appears in the display. or 3 Press the START key. START Timer list This list shows the timer operations that are currently set. 68 Printing Reports and Lists Telephone Number List This list shows the fax and voice numbers that have been stored for automatic dialing. 9.

Printing Lists Passcode List This list shows settings made for polling security, your name and fax/telephone number as entered in the machine, and a sample of the header printed at the top of every page you transmit (HEADER PRINT). 69 Printing Reports and Lists Option Setting List This list shows the current status of the option settings. Anti Junk Number List This list shows the numbers that are blocked by the Anti Junk function. Caller ID List This list shows information about your most recent unanswered calls (maximum of 20 calls). (This list is only available if you are using the Caller ID function.)

70 Printing Reports and Lists Transaction Report This report is printed out automatically after an operation is performed to allow you to check the result. Your fax is set at the factory to print out the report after a timer operation or when an error occurs. If desired, you can change the setting to have it printed out under a variety of other conditions. This is done by changing the Option Setting 7 as described in Chapter 8. The Transaction report cannot be printed on demand. Explanation of headings SENDER/ The fax number of the other machine involved in the transaction. If this RECEIVER machine does not have an ID function, the communication mode will appear (for example, "G3"). PAGES NOTE Number of pages transmitted or received. OK - Transmission/reception was normal. P.

FAIL - A power failure occurred. If you have power and the problem persists, try a different outlet. If necessary, have an electrician check your power lines. JAM - A problem with the fax paper or document occurred. Make sure the document or fax paper is loaded properly. Make sure the operation panel is shut securely. NO PAPER - You ran out of fax paper during reception. COM.E-0 to COM.E-7 - A telephone line error prevented the transaction. See "Line Error" in "Problems and Solutions" in Chapter 11. CANCEL - Transmission was cancelled because the STOP key was pressed, no document was in the feeder, or the other machine requested transmission using a function which your fax does not have. If you were attempting to fax, make sure a document is in the feeder. If you were receiving, contact the faxing party to see how they are trying to send to you. 71 9.

Printing Lists Chapter 10 Maintenance Fax print head Clean the print head frequently to ensure optimum printing performance. To clean the print head, first unplug the power cord, open the operation panel (pull the release marked PANEL RELEASE toward you), and remove the fax paper. Wipe the print head with a soft cloth dampened with denatured alcohol. Print head Caution! · Do not use benzene or thinner. Avoid touching the print head with hard objects. · The print head may be hot if your fax machine has just received a large number of documents. If this is the case, allow the print head to cool prior to cleaning. 72 Maintenance Scanning glass and rollers Clean the scanning glass and rollers frequently to ensure the quality of transmitted images and copies. Open the operation panel (pull the release marked PANEL RELEASE toward you), and wipe the scanning glass and rollers with a soft cloth. Make sure that all dirt and stains (such as correcting fluid) are removed, as dirt and stains will cause vertical lines on transmitted images and copies. Adhesive cellophane tape is useful for removal of debris from the rollers. Document rollers 10. Maintenance Scanning glass The housing Wipe the external parts and surface of the machine with a dry cloth. Caution! · Do not use benzene or thinner. These solvents may damage or discolor the machine.

73 Chapter 11 Troubleshooting Problems and Solutions If you have any problems with your fax, first refer to the following troubleshooting guide. If you cannot solve the problem, call Sharp's Customer Assistance Center at 1-800-BE SHARP. Answering machine hookup Problem The answering machine hookup does not operate properly. Check and remedy · Make sure your fax machine's reception mode is set to A.M. · Make sure your fax machine's TEL. LINE jack is connected to the wall jack. Make sure your fax machine's TEL. SET jack is connected to your answering machine's telephone line jack (not the answering machine's extension phone jack). message is under 10 seconds. · Make sure your answering machine's outgoing · Make sure that Option Setting 9 (Quiet Detect Time) is set to three or four seconds (see Chapter 8). · Make sure that the Distinctive Ring function is set to OFF SETTING (see "Distinctive Ring" in Chapter 7). hookup still doesn't operate properly, call the Customer Assistance Center. · If you have checked all of the above and the 74 Problems and Solutions Line error Problem LINE ERROR appears in the display and/or a transaction report is printed out with COM. E-1, 2, 3, 4, 5, 6, or 7 in the NOTE column. Check and remedy · Try the transaction again. If the error persists, check the following: · Check the hookup. The cord from the TEL. LINE jack to the wall jack should be no longer than six feet. the same telephone line. · Make sure there are no modem devices sharing · Check with the other party to make sure their fax machine is functioning properly. · Have your telephone line checked for line noise. · Try connecting your fax to a different telephone line. · If the problem still occurs, your fax machine may need service. Dialing and transmission problems Problem No dial tone when you pick up the handset or press the SPEAKER key. Dialing is not possible. Check and remedy · Make sure the handset cord is connected to the correct jack. See "Handset" in "Connections" in Chapter 1. into a power outlet. · Make sure the power cord is properly plugged · Make sure that the telephone line is properly connected to both the TEL.

LINE jack and the wall jack. dialing mode for your telephone line. See Option Setting 8 in Chapter 8. · Make sure that the fax is set to the correct 75

11. Troubleshooting Problems and Solutions The power is on, but no transmission takes place. · Make sure that the receiving machine has fax paper. · Make sure that the telephone line cord is plugged into the TEL. LINE jack, and not the TEL. SET jack.



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