

Panasonic®

High Speed Laser Fax and Copier

Operating Instructions

Model No. **KX-FL611**



FOR FAX ADVANTAGE ASSISTANCE:

— PHONE CALL

1-800-HELP-FAX (1-800-435-7329)

— E-MAIL TO

consumer_fax@us.panasonic.com

for customers in the U.S.A. or Puerto Rico

— REFER TO

www.panasonic.com

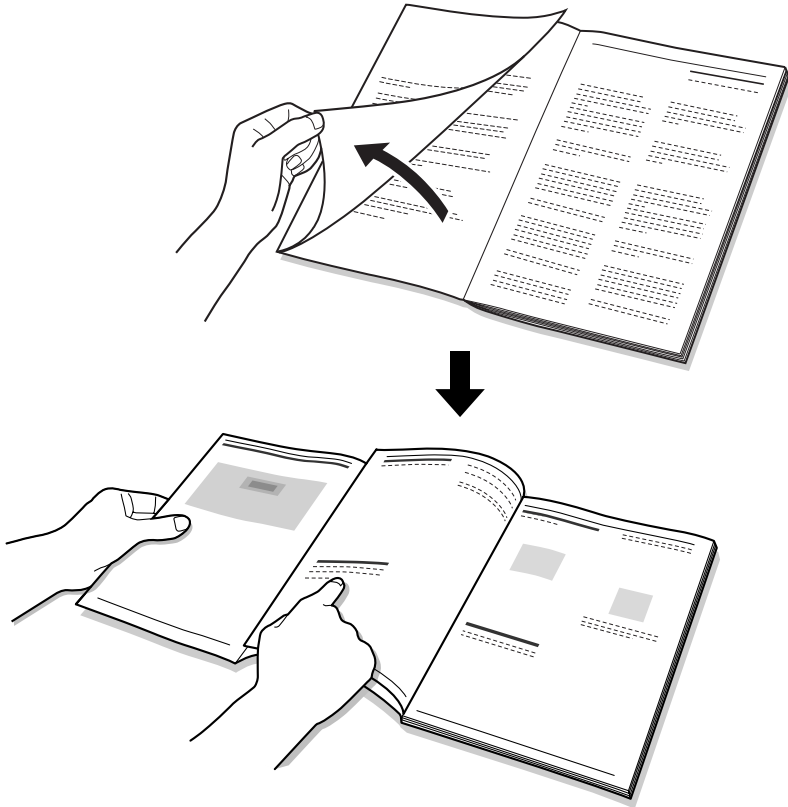
for customers in the U.S.A. or Puerto Rico

Please read these operating instructions before using the unit and save for future reference.

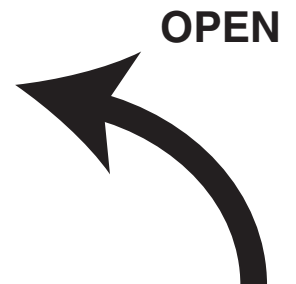
This unit is compatible with Caller ID. To use this feature, you must subscribe to the appropriate service of your service provider.

This model is designed to be used only in the U.S.A.

How to use the operating instructions

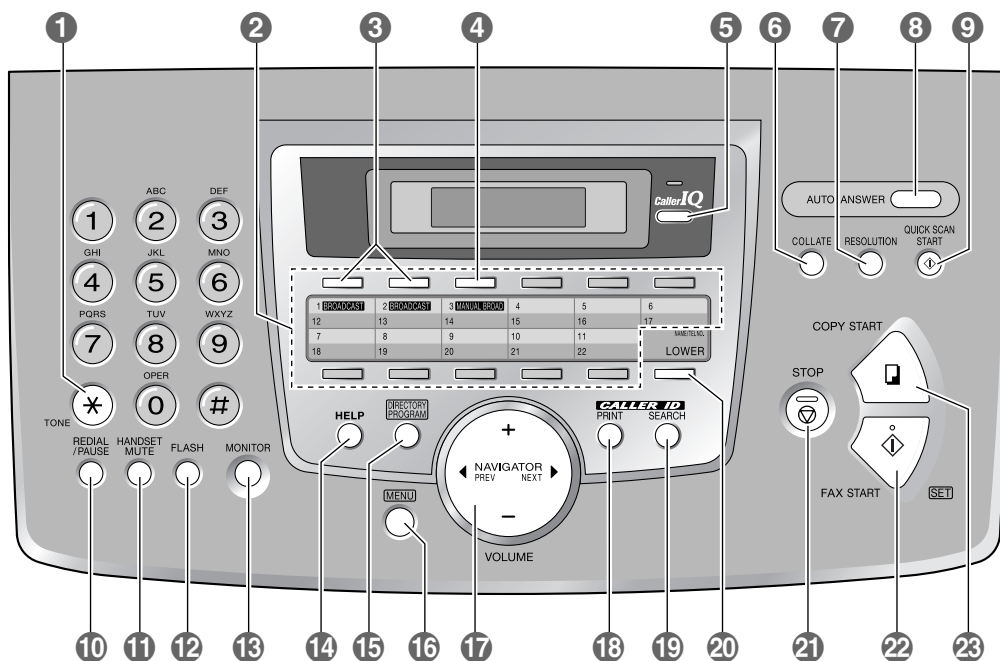


When following operating instructions, always keep the front cover page (next page) open for easy reference to the buttons.



Location of controls

Please keep this page open when following operating instructions.
For a description of each button, see page 10.



Buttons (Listed in alphabetical order)

- | | | |
|----------------------|-----------------|--------------------|
| AUTO ANSWER 8 | FLASH 12 | QUICK SCAN START 9 |
| BROADCAST 3 | HANDSET MUTE 11 | REDIAL/PAUSE 10 |
| CALLER ID PRINT 18 | HELP 14 | RESOLUTION 7 |
| CALLER ID SEARCH 19 | LOWER 20 | SET 22 |
| CALLER IQ 5 | MANUAL BROAD 4 | Station keys 2 |
| COLLATE 6 | MENU 16 | STOP 21 |
| COPY START 23 | MONITOR 13 | TONE 1 |
| DIRECTORY PROGRAM 15 | NAME/TEL NO. 20 | VOLUME 17 |
| FAX START 22 | NAVIGATOR 17 | |

Important safety instructions

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

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

SAVE THESE INSTRUCTIONS

CAUTION:

Installation

- After moving the unit from cold areas to warmer areas, let the unit adjust to the warmer temperature and do not connect the unit for about 30 minutes. If the unit is connected too soon after a sudden climate change, condensation may form inside the unit causing malfunction.
- 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 uninsulated telephone wires or terminals unless the telephone line has been disconnected at the network interface.
- Use caution when installing or modifying telephone lines.
- Do not touch the plug with wet hands.

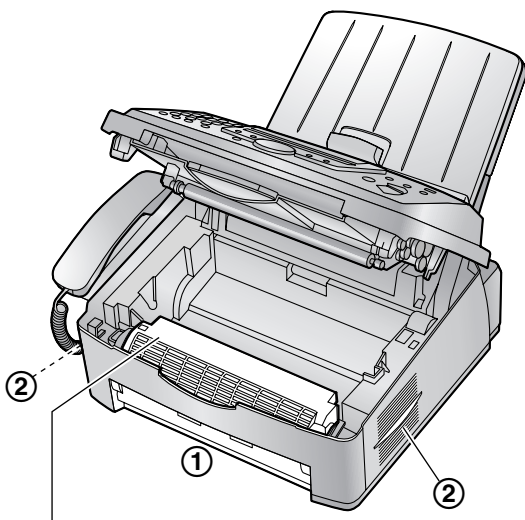
Important Information

Laser radiation

- The printer of this unit utilizes a laser. Use of controls or adjustments or performance of procedures other than those specified herein may result in hazardous radiation exposure.

Fuser unit

- The fuser unit gets hot. Do not touch it.
- During or immediately after printing, the area near the recording paper exit (①) also gets warm. This is normal.



Fuser unit

Toner cartridge

- Be careful of the following when you handle the toner cartridge:
 - Do not leave the toner cartridge out of the protection bag for a long time. It will decrease the toner life.
 - If you ingest any toner, drink several glasses of water to dilute your stomach contents, and seek immediate medical treatment.
 - If any toner comes into contact with your eyes, flush them thoroughly with water, and seek medical treatment.
 - If any toner comes into contact with your skin, wash the area thoroughly with soap and water.
 - If you inhale any toner, move to an area with fresh air and consult local medical personnel.

Drum unit

- Read the instructions on page 12 before you begin installation of the drum unit. After you

have read them, open the drum unit protection bag. The drum unit contains a photosensitive drum. Exposing it to light may damage the drum. Once you have opened the protection bag:

- Do not expose the drum unit to light for more than 5 minutes.
- Do not touch or scratch the green drum surface.
- Do not place the drum unit near dust or dirt, or in a high humidity area.
- Do not expose the drum unit to direct sunlight.

WARNING:

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

- This product contains a CR Coin Cell Lithium Battery which contains Perchlorate Material - special handling may apply. See www.dtsc.ca.gov/hazardouswaste/perchlorate

For best performance

Toner cartridge and drum unit

- In the printing process, heat is used to fuse toner onto the page. As a result, it is normal for the machine to produce an odor during and shortly after printing. Be sure to use this unit in an area with proper ventilation.
- To extend the life of the drum unit, the unit should never be turned OFF immediately after printing. Leave the power turned ON for a minimum of 30 minutes after printing.
- Do not cover slots or openings on the unit. Inspect the air circulation vents regularly and remove any dust build-up with a vacuum cleaner (②).
- When replacing the toner cartridge or drum unit, do not allow dust, water, or liquids to come in contact with the drum. This may affect print quality.

Environment

- Keep the unit away from electrical noise generating devices, such as fluorescent lamps and motors.
- The unit should be kept free from dust, high temperature and vibration.
- The unit should not be exposed to direct sunlight.
- Do not place heavy objects on top of the unit.

- When you leave the unit unused for a long period of time, unplug this unit from power outlet.
- The unit should be kept away from heat sources such as heaters, kitchen stoves, etc. It should not be placed in rooms where the temperature is less than 10 °C (50 °F) or greater than 32.5 °C (90.5 °F). Damp basements should also be avoided.

Recording paper

- Store unused paper in the original packaging, in a cool and dry place. Not doing so may affect print quality.

Routine care

- Wipe the outer surface of the unit with a soft cloth. Do not use benzine, thinner, or any abrasive powder.

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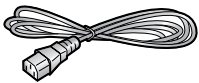
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1.1 Included accessories

No.	Item	Part number* ¹	Quantity	Notes
①	Power cord	PFJA1030Z	1	-----
②	Telephone line cord	PQJA10075Z	1	-----
③	Handset	PFJXE0805Z	1	-----
④	Handset cord	PFJA1029Z	1	-----
⑤	Paper stacker	PFKS1096Z1	1	-----
⑥	Paper tray	PFKS1108Z1	1	-----
⑦	Paper tray cover	PFKV1100Z1	1	No need to install when using legal paper.
⑧	Drum unit	KX-FA84	1	See page 75.
⑨	Toner cartridge (starter toner cartridge)	-----	1	prints about 800 letter-sized pages with a 5% image area (page 74).
⑩	Operating instructions	PFQX2072Z	1	-----
⑪	Quick installation guide	PFQW2202Z	1	-----
⑫	A4 paper guides	PFZXFL511M	2	No need to install when using letter or legal paper.

*1 Part numbers are subject to change without notice.

①



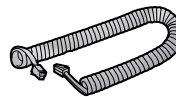
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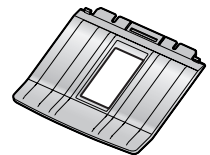
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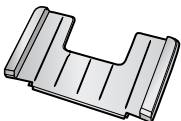
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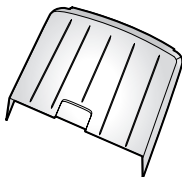
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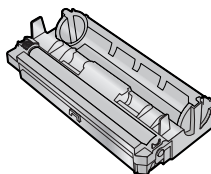
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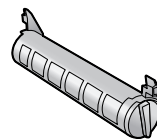
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⑧



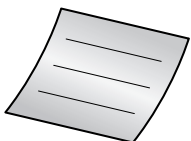
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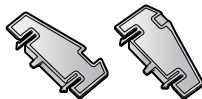
⑩



⑪



⑫



- No need to install when using letter or legal paper.

Note:

- If any items are missing or damaged, contact the place of purchase.
- Save the original carton and packing materials for future shipping and transportation of the unit.

1.2 Accessory information

Accessories for this unit can be ordered online, by fax, or by telephone.

- **Replacement toner cartridge (KX-FA83)**
- **Replacement drum unit (KX-FA84)**
- To ensure that the unit operates properly, we recommend the use of a Panasonic toner cartridge and drum unit.

To place an order online (for customers in the U.S.A. ONLY)

Visit our web site:

<http://www.panasonic.com/store>

- For questions regarding online orders:
E-mail: direct@us.panasonic.com
Telephone: 1-866-888-2929

To place an order by fax

Fax: 1-800-237-9080

Include:

- your name, shipping address and telephone number
- credit card type, number, expiration date and your signature
- part number and quantity

To place an order by telephone

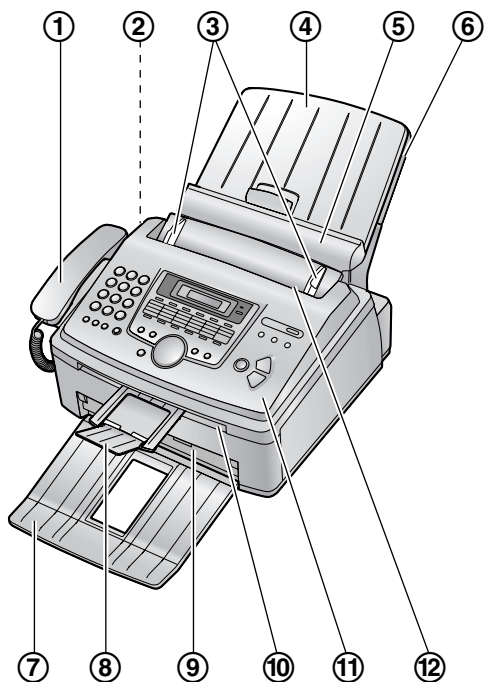
Telephone: 1-800-332-5368

1.3 Description of buttons

- Keep the front cover page open for button locations.
- 1 [TONE]**
 - To change from pulse to tone temporarily during dialing when your line has rotary pulse services.
- 2 Station keys**
 - To use the one-touch dial feature (page 32, 33, 39).
- 3 [BROADCAST]**
 - To transmit a document to multiple parties (page 39, 40).
- 4 [MANUAL BROAD]**
 - To transmit a document to multiple parties manually (page 39, 40).
- 5 [CALLER IQ]**
 - To use the Caller IQ feature (page 70).
- 6 [COLLATE]**
 - To make a collated copy (page 47).

- 7 [RESOLUTION]**
 - To select a resolution (page 37, 46).
- 8 [AUTO ANSWER]**
 - To turn the auto answer setting ON/OFF (page 41, 42).
- 9 [QUICK SCAN START]**
 - To store a scanned document into memory, and then send it (page 37).
- 10 [REDIAL/PAUSE]**
 - To redial the last number dialed.
 - To insert a pause during dialing.
- 11 [HANDSET MUTE]**
 - To mute your voice to the other party during a conversation. Press again to resume the conversation.
- 12 [FLASH]**
 - To access special telephone services or for transferring extension calls.
- 13 [MONITOR]**
 - To initiate dialing.
- 14 [HELP]**
 - To print helpful information for quick reference (page 27).
- 15 [DIRECTORY PROGRAM]**
 - To store or edit names and telephone numbers (page 32).
- 16 [MENU]**
 - To initiate or exit programming.
- 17 [NAVIGATOR][VOLUME]**
 - To adjust volume (page 27).
 - To search for a stored item (page 33, 39).
 - To select features or feature settings during programming (page 48).
 - To navigate to the next operation.
- 18 [CALLER ID PRINT]**
 - To print the Caller ID list (page 35).
- 19 [CALLER ID SEARCH]**
 - To view caller information (page 35).
- 20 [LOWER][NAME/TEL NO.]**
 - To select stations 12–22 for the one-touch dial feature (page 32, 33, 39).
 - To change the display of the caller information (page 35).
- 21 [STOP]**
 - To stop an operation or programming session.
- 22 [FAX START][SET]**
 - To start sending or receiving a fax.
 - To store a setting during programming.
- 23 [COPY START]**
 - To copy a document (page 46).

1.4 Overview



- ① Handset
- ② Speaker
- ③ Document guides
- ④ Paper tray cover
- ⑤ Tension plate
- ⑥ Paper tray
- ⑦ Paper stacker^{*1}
- ⑧ Document stacker^{*1}
- ⑨ Recording paper exit
- ⑩ Document exit
- ⑪ Front cover
- ⑫ Document entrance

*1 The paper stacker and document stacker may not be shown in all illustrations.

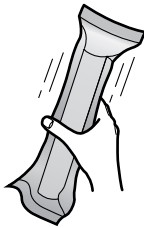
1.5 Toner cartridge and drum unit

The included toner cartridge is a starter toner cartridge. It will print about 800 letter-sized pages with a 5 % image area (page 74).

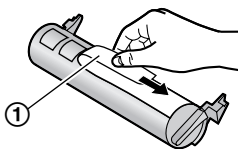
Caution:

- **Read the following instructions before you begin installation. After you have read them, open the drum unit protection bag. The drum unit contains a photosensitive drum. Exposing it to light may damage the drum. Once you have opened the protection bag:**
 - Do not expose the drum unit to light for more than 5 minutes.
 - Do not touch or scratch the green drum surface.
 - Do not place the drum unit near dust or dirt, or in a high humidity area.
 - Do not expose the drum unit to direct sunlight.
- **Do not leave the toner cartridge out of the protection bag for a long time. It will decrease the toner life.**

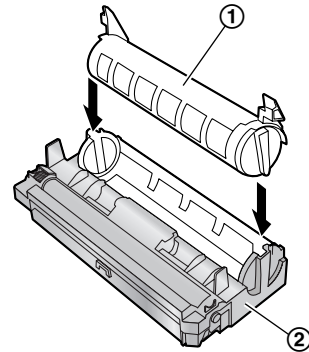
- 1 Before opening the protection bag of the new toner cartridge, shake it vertically more than 5 times.



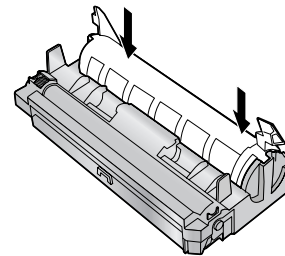
- 2 Remove the toner cartridge and drum unit from the protection bags. Peel off the seal (1) from the toner cartridge.



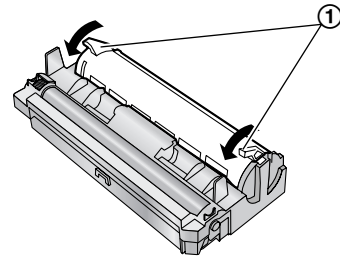
- 3 Place the toner cartridge (1) into the drum unit (2) vertically.



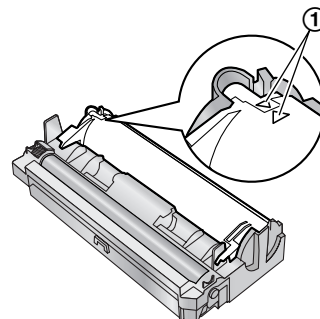
- 4 Firmly press down the toner cartridge to snap into position.



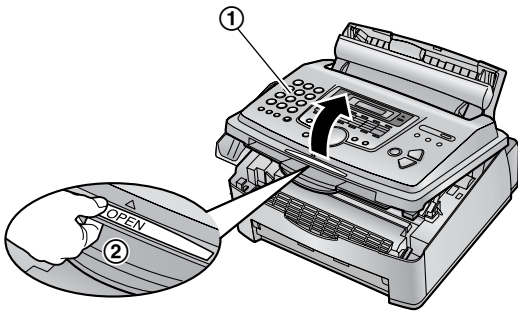
- 5 Turn the two levers (1) on the toner cartridge firmly.



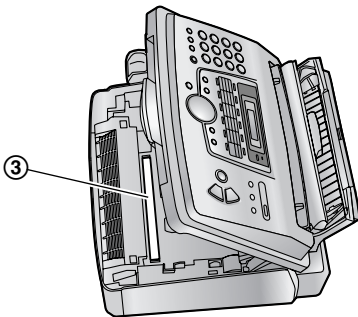
- 6 Make sure that the triangles (1) match, to install the toner cartridge correctly.



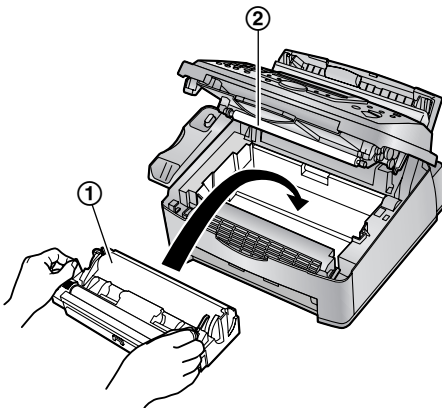
- 7 Lift open the front cover (①), holding OPEN (②).



- If the lower glass (③) is dirty, clean it with a soft and dry cloth.

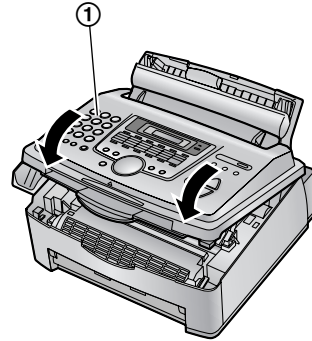


- 8 Install the drum and toner unit (①) by holding the tabs.



- Do not touch the transfer roller (②).

- 9 Close the front cover (①) by pushing down on both sides, until locked.



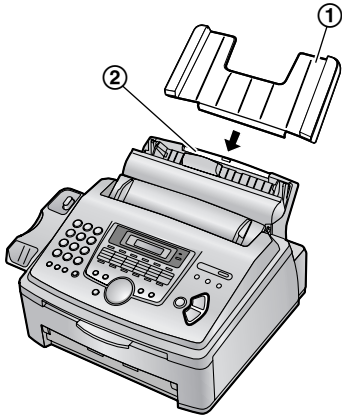
- While the unit displays “PLEASE WAIT”, do not open the front cover, or disconnect the power cord.

Toner save feature

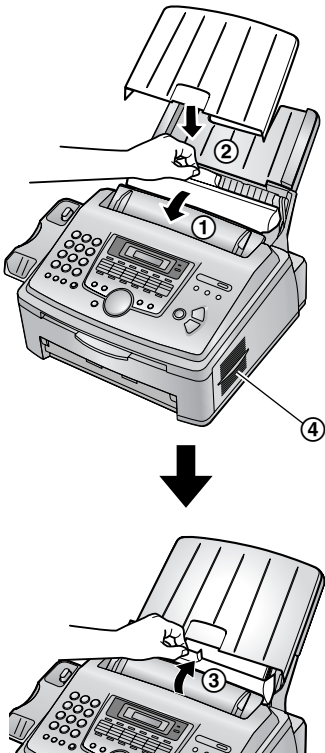
If you want to reduce toner consumption, set the toner save setting to ON (feature #79 on page 51). The toner cartridge will last approximately 40 % longer. This feature may lower the print quality.

1.6 Paper tray and paper tray cover

- 1 Insert the paper tray (①) into the slot (②) on the back of the unit.



- 2 Pull the tension plate forward (①) and attach the paper tray cover (②), then push the tension plate back (③).

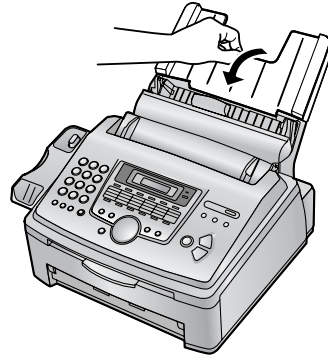


Note:

- Do not place the unit in an area where the paper tray may be obstructed (i.e., by a wall, etc.).
- Keep this surface (④) away from walls etc. more than 50 mm (1³¹/₃₂") to let the unit cool down.

To remove the paper tray

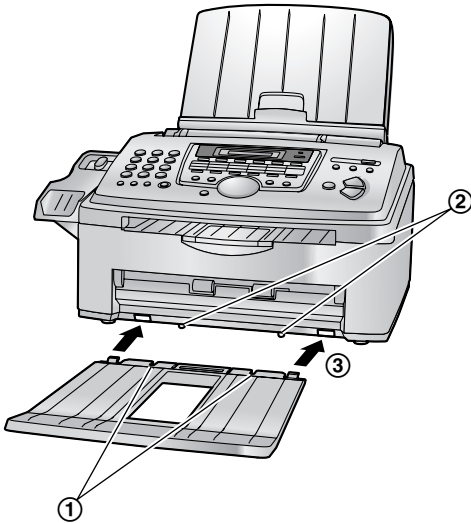
Pull the paper tray forward in the direction of the arrow.



When you use legal paper, do not attach the paper tray cover.

1.7 Paper stacker

Line up the slots (①) in the paper stacker with the pegs (②) on the bottom of the unit, then insert the two tabs of the paper stacker into the slots on the unit (③).

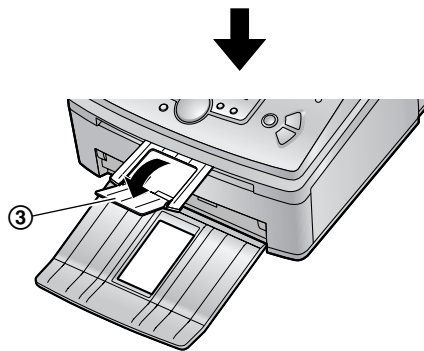
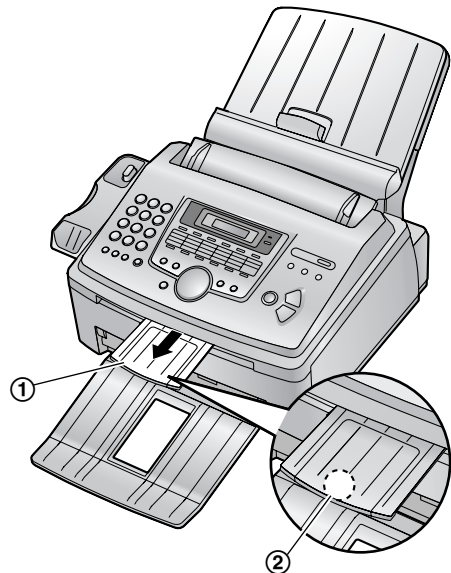


Note:

- Do not place the unit in an area where the paper stacker may be easily bumped into.
- Document and recording paper will be ejected from the front of the unit. Do not place anything in front of the unit.
- The paper stacker can hold up to approximately 100 sheets of printed paper. Remove the printed paper before the paper stacker becomes full.

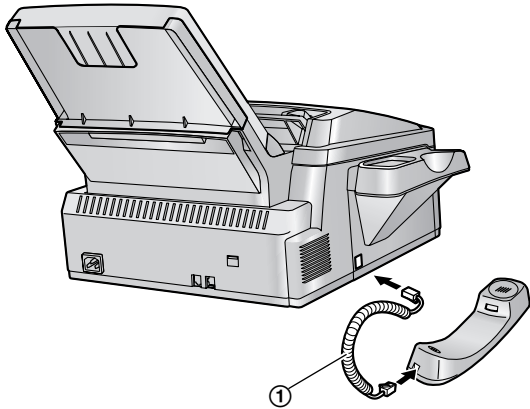
1.8 Document stacker

Pull the document stacker (①) forward gently until it clicks into place, then press the center part of the document stacker (②) to open the extender (③).

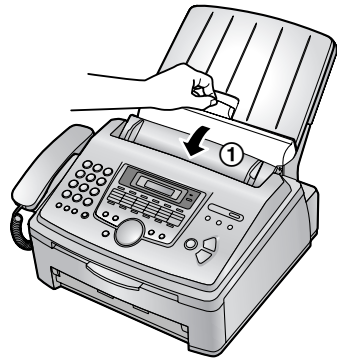


1.9 Handset cord

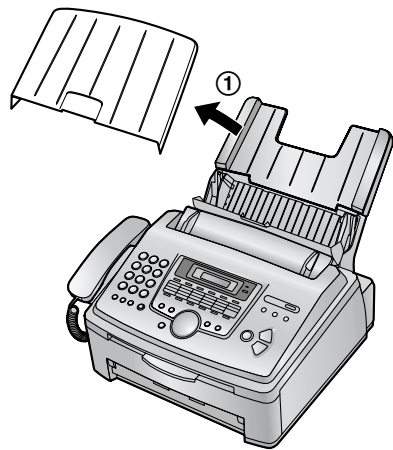
Connect the handset cord (①).



2 Pull the tension plate forward (①).



3 Remove the paper tray cover (①).



1.10 Recording paper

A4, letter or legal size recording paper can be used for fax messages.

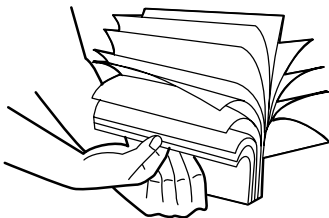
The unit can hold:

- Up to 250 sheets of 60 g/m² to 75 g/m² (16 lb. to 20 lb.) paper.
- Up to 230 sheets of 80 g/m² (21 lb.) paper.
- Up to 200 sheets of 90 g/m² (24 lb.) paper.

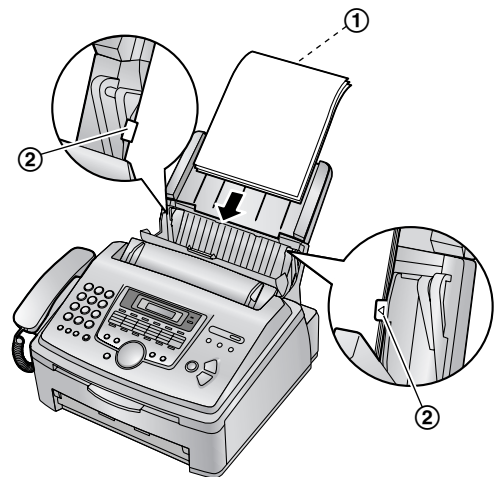
Please refer to page 74 for information on recording paper.

- The unit is set for letter size paper by default. If you want to use legal or A4 size paper, change the setting (feature #16 on page 49).

1 Before inserting a stack of paper, fan the paper to prevent paper jams.

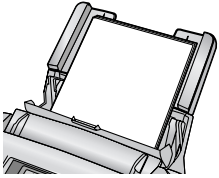


4 Insert the paper, print-side down (①).

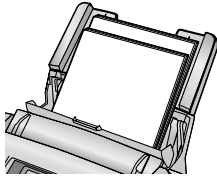


- The paper should not be over the tabs (②).
- If the paper is not inserted correctly, readjust the paper, or the paper may jam.

Correct



Incorrect

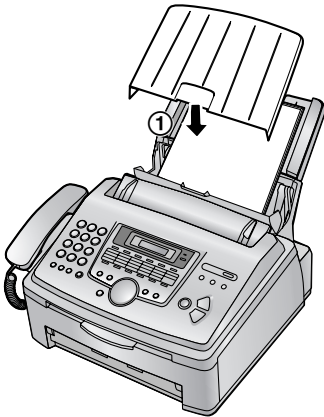


- “L” is shown on the A4 paper guide for the left side.
- “R” is shown on the A4 paper guide for the right side.

Note:

- When you use letter or legal paper, you do not need to install the A4 paper guides.
- Change the recording paper size to “A4” (feature #16 on page 49).

5 Attach the paper tray cover (①).

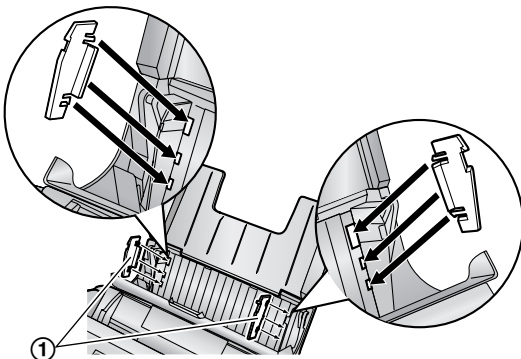


6 Push the tension plate back (①).



To use A4 size paper

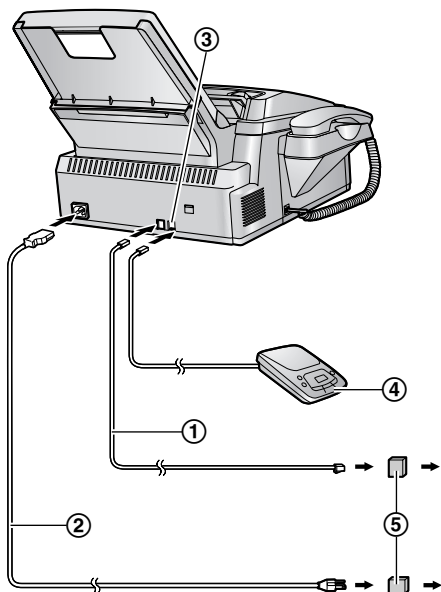
Insert the tabs on the A4 paper guides (①) into the slots.



2.1 Connections

Caution:

- When you operate this product, the power outlet should be near the product and easily accessible.
- ① Telephone line cord
 - Connect to a single telephone line jack (RJ11).
 - ② Power cord
 - Connect to the power outlet (120 V, 60 Hz).
 - ③ [EXT] jack
 - Remove the stopper if attached.
 - ④ Answering machine (not included)



Note:

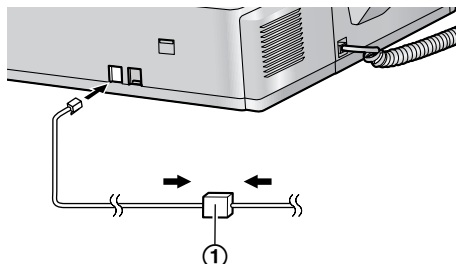
- To avoid malfunction, do not position the fax machine near appliances such as TVs or speakers which generate an intense magnetic field.
- If any other device is connected to the same telephone line, this unit may disturb the network condition of the device.

Using surge protectors

- The warranty does not cover damage due to power line surges or lightning. For additional protection, we recommend the use of a surge protector (⑤).

If you use this unit with a computer or subscribe to an xDSL service

Fax transmission/reception may be disturbed, noise interference may be heard during telephone conversation, or Caller ID (page 34) may not function properly. A filter to prevent this is provided from your service company. Please attach the filter (①) to the telephone line cord of the fax machine.

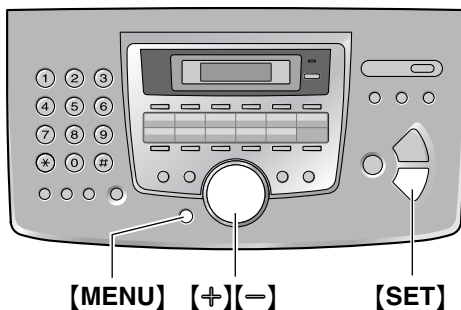


2.2 Selecting the way to use your fax machine

Depending on your situation, you can select the way you prefer to use your fax machine in Quick Setup feature #00.

You can print out the Quick Setup Guide as a reference.

- **Case 1:** FAX ONLY (page 20)
- **Case 2a:** Distinctive Ring (1 phone line with 2 or more phone numbers) (page 21)
- **Case 2b:** Distinctive Ring (using with voice mail service) (page 22)
- **Case 3:** EXT. TAM (page 23)
- **Case 4:** TEL ONLY (page 25)
- **Case 5:** FAX with PC MODEM (one phone number) (page 26)
- About case 5, see page 26 for details.



- 1 Press **[MENU]**.
- 2 Press **[*]** then **[0][0]**.

QUICK SETUP
PRESS SET

- 3 Press **[SET]**.
 - The Quick Setup Guide will be printed.
- 4 Press **[+]** or **[-]** repeatedly to display the desired setting.
- 5 Press **[SET]**.
- 6 Press **[MENU]**.

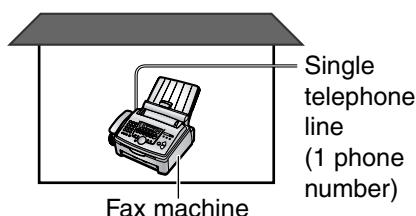
2. Preparation

2.3 Case 1: FAX ONLY

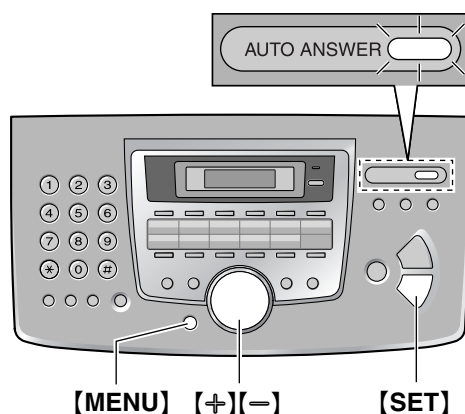
2.3.1 Your situation

You wish to use the fax machine only for fax reception/transmission.

2.3.2 Telephone wiring image in house or office



2.3.3 How to setup



- 1 Press [MENU].
- 2 Press [*] then [0][0].

QUICK SETUP
PRESS SET
- 3 Press [SET].
 - The Quick Setup Guide will be printed.
- 4 Press [+] or [-] repeatedly to display the following.

SELECT A SETUP
=FAX ONLY [±]
- 5 Press [SET].
 - The [AUTO ANSWER] light is ON.
- 6 Press [MENU].

Note:

- The ring count is set to 2. You can change the ring setting in feature #06 (page 49).

2.3.4 How faxes are received

Leave [AUTO ANSWER] turned ON. When the other party sends a fax, the fax machine will receive it automatically.

2.4 Case 2a: Distinctive Ring (1 phone line with 2 or more phone numbers)

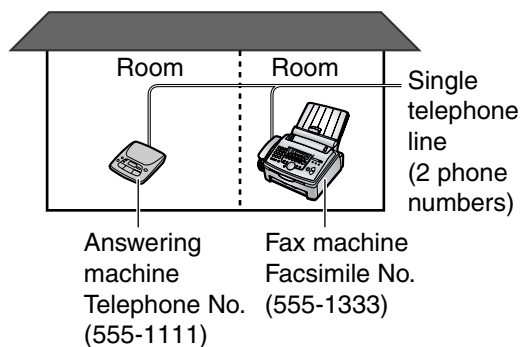
2.4.1 Your situation

You wish to use this unit to receive faxes using one phone number and to handle phone calls using another phone number. You must get an additional phone number by subscribing to your telephone company's Distinctive Ring service.

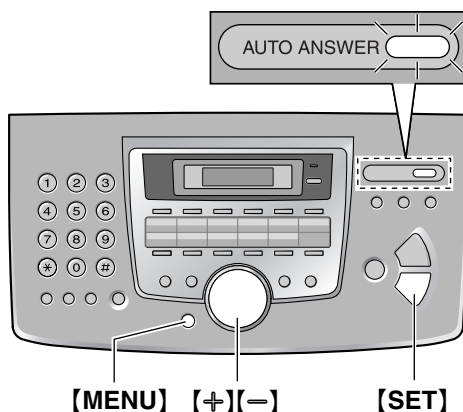
- Distinctive Ring service may be called Ident-a-Ring service. The name of the service depends on the telephone company.

2.4.2 Telephone wiring image in house or office

2 numbers example



2.4.3 How to setup



- 1 Subscribe to Distinctive Ring service at your local telephone company to get a new phone number.
- 2 Press **[MENU]**.

- 3 Press **[#]** then **[0][0]**.

QUICK SETUP
PRESS SET

- 4 Press **[SET]**.
 - The Quick Setup Guide will be printed.
- 5 Press **[+]** or **[-]** repeatedly to display the following.

SELECT A SETUP
=DIST. RING [±]

- 6 Press **[SET]**.
 - The **[AUTO ANSWER]** light is ON.
- 7 Press **[MENU]**.
 - You cannot change the receiving mode while the Distinctive Ring feature is activated.

2.4.4 How phone calls and faxes are received

If the number assigned for phone calls is called, the fax machine and answering machine will ring and then the answering machine will record voice message automatically.

If the number assigned for fax is called, all the phones will ring but only the fax machine will respond and receive the incoming fax. The fax machine will answer before the answering machine will.

If you subscribe to three or more phone numbers on a single telephone line

Each phone number will be assigned a different ring pattern by the phone company.

To use one number for fax, program the ring pattern assigned for fax (feature #32 on page 45) by referring to the ring pattern table (page 44).

2.5 Case 2b: Distinctive Ring (using with voice mail service)

2.5.1 Your situation

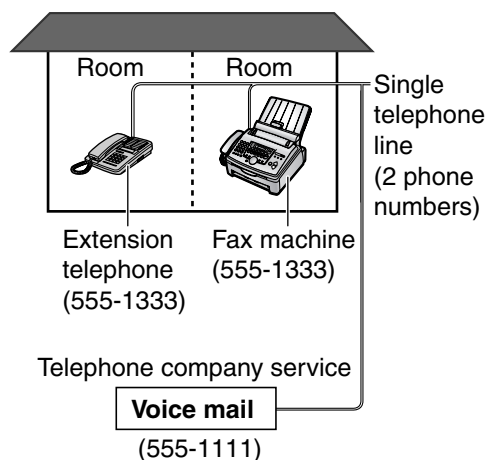
You have already subscribed to voice mail service and also wish to receive a fax automatically.

You must get an additional phone number by subscribing to your telephone company's Distinctive Ring service.

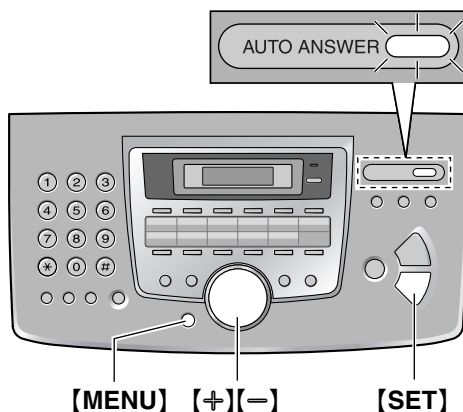
- Distinctive Ring service may be called Ident-a-Ring service. The name of the service depends on the telephone company.

2.5.2 Telephone wiring image in house or office

2 numbers example



2.5.3 How to setup



- 1 Subscribe to Distinctive Ring service at your local telephone company to get a new fax number.
 - You do not need to apply to a voice mail service for the new number.
- 2 Press [MENU].
- 3 Press [⏏] then [0][0].

QUICK SETUP
PRESS SET

- 4 Press [SET].
 - The Quick Setup Guide will be printed.
- 5 Press [+] or [-] repeatedly to display the following.

SELECT A SETUP
=DIST. RING [±]

- 6 Press [SET].
 - The [AUTO ANSWER] light is ON.
- 7 Press [MENU].
 - You cannot change the receiving mode while the Distinctive Ring feature is activated.

2.5.4 How phone calls and faxes are received

If the number assigned for phone calls is called, a voice message will be recorded in the voice mail service. The fax machine will ignore the incoming call.

If the number assigned for fax is called, the fax machine will ring. If an extension telephone is connected on the same line, it will also ring. Then the fax machine will start fax reception automatically.

If you subscribe to three or more phone numbers on a single telephone line

Each phone number will be assigned a different ring pattern by the phone company.

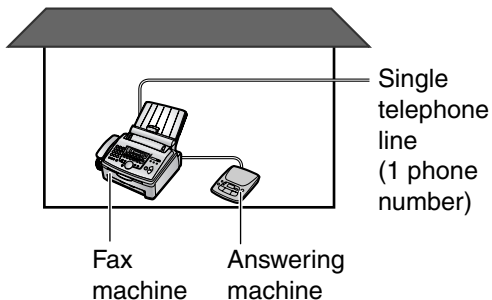
To use one number for fax, program the ring pattern assigned for fax (feature #32 on page 45) by referring to the ring pattern table (page 44).

2.6 Case 3: EXT. TAM (External Telephone Answering Machine)

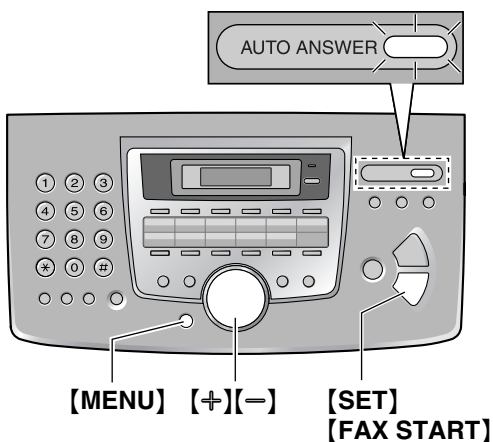
2.6.1 Your situation

You wish to use the fax machine and your answering machine in the same room.

2.6.2 Telephone wiring image in house or office



2.6.3 How to setup



- 1 Press **[MENU]**.
 - 2 Press **[#]** then **[0][0]**.
- QUICK SETUP
PRESS SET
- 3 Press **[SET]**.
 - The Quick Setup Guide will be printed.
 - 4 Press **[+]** or **[-]** repeatedly to display the following.

SELECT A SETUP
=EXT. TAM [±]

- 5 Press **[SET]**.

- The **[AUTO ANSWER]** light is ON.
- 6 Press **[MENU]**.
 - 7 Turn on your answering machine.
 - 8 Adjust the ring setting of the answering machine to 4 or less.
 - This will allow the answering machine to answer the call first.

2.6.4 How phone calls and faxes are received

At first your answering machine will pick up the call.

- If the call is a phone call, the answering machine will record a voice message automatically.
- If a fax calling tone is detected, the answering machine will be disconnected and the call will be switched to the fax machine. The fax machine will receive a fax automatically.

Receiving a voice message and fax document in one call

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

1. The caller calls your unit.
 - The answering device will answer the call.
2. The caller can leave a message after the greeting message.
3. The caller presses **[*] [#] [9]** (pre-selected fax activation code).
 - The unit will activate the fax function.
4. The caller presses the start button to send a document.

Note:

- To receive fax documents using the extension telephone, make sure remote fax activation is turned ON (feature #41 on page 50) beforehand. The default setting is ON.

If the answering machine is turned OFF

The fax machine will ring 5 times and receive faxes automatically.

With the fax machine

1. Lift the handset to answer the call.
2. When:
 - document reception is required,
 - a fax calling tone (slow beep) is heard, or
 - no sound is heard,
 press **[FAX START]**.
3. Replace the handset.

2. Preparation

- The fax machine will start reception.

With an extension telephone

If you have another telephone connected to the same line (extension telephone), you can use the extension telephone to receive faxes.

1. When the extension telephone rings, lift the handset of the extension telephone.
2. When:
 - document reception is required,
 - a fax calling tone (slow beep) is heard, or
 - no sound is heard,

press **[*] [#] [9]** (pre-selected fax activation code) **firmly**.

- The fax machine will start reception.

3. Replace the handset.

Note:

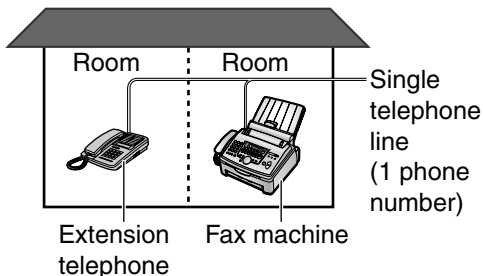
- To receive fax documents using the extension telephone, make sure remote fax activation is turned ON (feature #41 on page 50) beforehand. The default setting is ON.

2.7 Case 4: TEL ONLY

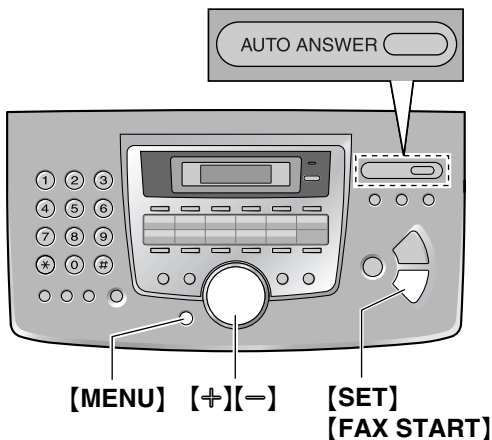
2.7.1 Your situation

You wish to use the fax machine and an extension telephone in a different room. Most incoming calls are phone calls and the fax machine is seldom used for fax reception.

2.7.2 Telephone wiring image in house or office



2.7.3 How to setup



1 Press **[MENU]**.

2 Press **[*][0][0]**.

QUICK SETUP
PRESS SET

3 Press **[SET]**.

- The Quick Setup Guide will be printed.

4 Press **[+]** or **[-]** repeatedly to display the following.

SELECT A SETUP
=TEL ONLY [±]

5 Press **[SET]**.

- The **[AUTO ANSWER]** light is OFF.

6 Press **[MENU]**.

2.7.4 How phone calls and faxes are received

You have to answer all calls manually.

You can receive a fax with the fax machine and an extension telephone.

With the fax machine

1. Lift the handset to answer the call.
2. When:
 - document reception is required,
 - a fax calling tone (slow beep) is heard, or
 - no sound is heard,
 press **[FAX START]**.
 - The fax machine will start reception.
3. Replace the handset.

With an extension telephone

If you have another telephone connected to the same line (extension telephone), you can use the extension telephone to receive faxes.

1. When the extension telephone rings, lift the handset of the extension telephone.
2. When:
 - document reception is required,
 - a fax calling tone (slow beep) is heard, or
 - no sound is heard,
 press **[*][*][9]** (pre-selected fax activation code) **firmly**.
 - The fax machine will start reception.
3. Replace the handset.

Note:

- To receive fax documents using the extension telephone, make sure remote fax activation is turned ON (feature #41 on page 50) beforehand. The default setting is ON.

2. Preparation

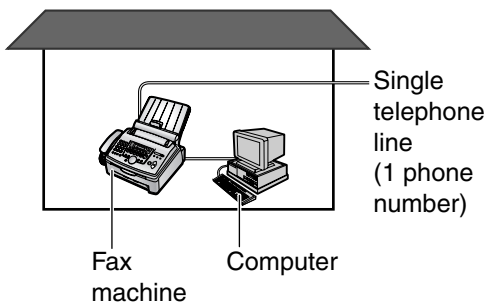
2.8 Case 5: FAX with PC MODEM (one phone number)

2.8.1 Your situation

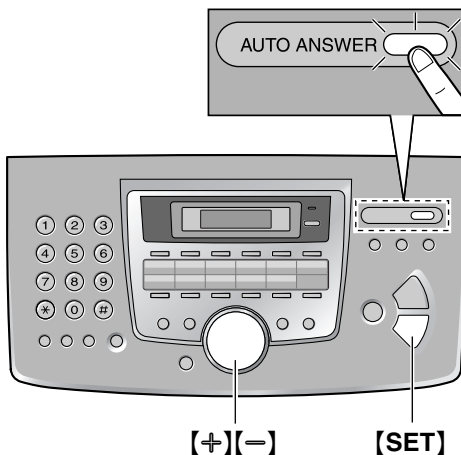
You wish to use a computer connected via MODEM and the fax machine on a single telephone line.

The fax machine and the computer are in the same room and you do not want the computer to answer incoming calls automatically.

2.8.2 Telephone wiring image in house or office



2.8.3 How to setup



- 1 Set the fax machine to FAX ONLY mode by pressing **[AUTO ANSWER]** repeatedly to display the following.

FAX ONLY MODE
3 RINGS [±]

- The display will show the number of rings before the fax machine answers a call in FAX ONLY mode.

- You can change the ring count setting by pressing **[+]** or **[-]**. Press **[SET]** to complete the ring count setting.
- The **[AUTO ANSWER]** light is ON.

- 2 Confirm the automatic answer feature on the computer is set to OFF.

Note:

- You can also select "FAX ONLY" by #00 (page 20).

2.8.4 How faxes are received

When receiving calls, the fax machine will automatically answer all calls and only receive fax documents.

Note:

- If you use your computer as an answering machine, please refer to page 23.
- When the fax machine is using the telephone line (e.g., during phone calls, fax sending/receiving), the telephone line is busy and MODEM cannot be used.
- When the PC is using the telephone line, the following will be displayed:

EXT. IN USE

"EXT. IN USE" means MODEM or an extension telephone is in use on the same line.

Do not use the fax machine while the message is displayed, or else the PC activities could be disturbed.

2.9 Help function

The unit contains helpful information which can be printed for quick reference.

Basic settings:

How to set the date, time, your logo and fax number.

Feature list:

How to program the features.

Directory:

How to store names and numbers in the directory and how to dial them.

Fax sending/receiving:

Help with problems sending/receiving faxes.

Copier:

How to use the copier function.

Q and A:

Frequently asked questions and answers.

Errors:

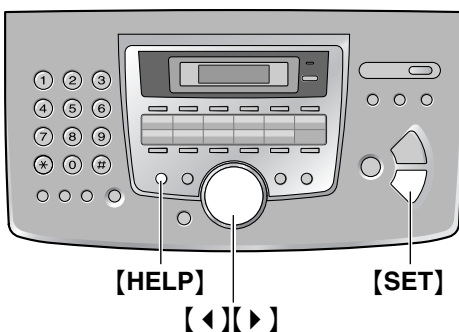
Explanation of error messages shown on the display.

Reports:

List of available reports.

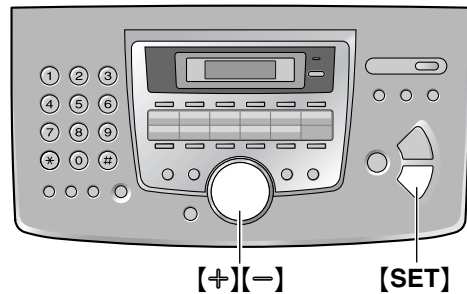
Caller ID:

How to use the Caller ID features.



- 1 Press **[HELP]**.
- 2 Press **[◀]** or **[▶]** repeatedly to display the desired item.
- 3 Press **[SET]**.
 - The selected item will be printed.

2.10 Adjusting volume



Ringer volume

4 levels (high/medium/low/off) are available.

While the unit is idle, press **[+]** or **[-]**.

- If any documents are in the document entrance, you cannot adjust the volume. Confirm that there are no documents in the entrance.

To turn the ringer OFF

1. Press **[-]** repeatedly to display “**RINGER OFF= OK?**”.
2. Press **[SET]**.
 - When a call is received, the unit will not ring and will display “**INCOMING CALL**”.
 - To turn the ringer back ON, press **[+]**.

Ringer pattern

- You can select one of three ringer patterns (feature #17 on page 49).

Handset receiver volume

5 levels (high to low) are available.

While using the handset, press **[+]** or **[-]**.

Monitor volume

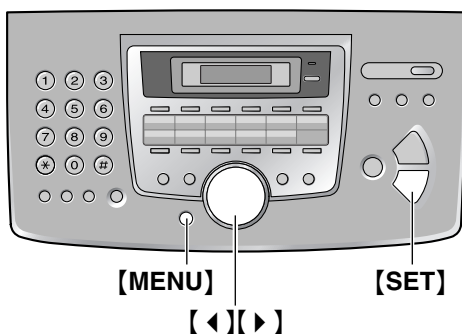
8 levels (high to low) are available.

While using the monitor, press **[+]** or **[-]**.

2. Preparation

2.11 Date and time

You must set the date and time.



- 1 Press **[MENU]**.

```
SYSTEM SETUP  
PRESS NAVI . [◀ ▶]
```

- 2 Press **[◀]** or **[▶]** repeatedly to display the following.

```
SET DATE & TIME  
PRESS SET
```

- 3 Press **[SET]**.
 - The cursor (■) will appear on the display.

```
M: 01/D: 01/Y: 04  
TIME: 12:00AM
```

- 4 Enter the current month/date/year by selecting 2 digits for each.

Example: August 10, 2004

Press **[0][8] [1][0] [0][4]**.

```
M: 08/D: 10/Y: 04  
TIME: 12:00AM
```

- 5 Enter the current hour/minute by selecting 2 digits for each. Press **[*]** to select “AM” or “PM”.

Example: 10:15PM (12 hour clock entry)

1. Press **[1][0] [1][5]**.

```
M: 08/D: 10/Y: 04  
TIME: 10:15AM
```

2. Press **[*]** repeatedly to display “PM”.

```
M: 08/D: 10/Y: 04  
TIME: 10:15PM
```

- 6 Press **[SET]**.
 - The next feature will be displayed.

- 7 Press **[MENU]** to exit.

Note:

- The other party's fax machine will print the date and time on the top of each page you send according to your unit's date and time setting.
- The accuracy of the clock is approximately ± 60 seconds a month.

To correct a mistake

Press **[◀]** or **[▶]** to move the cursor to the incorrect number, and make the correction.

If you have subscribed to a Caller ID service

The date and time will be automatically set according to the received caller information.

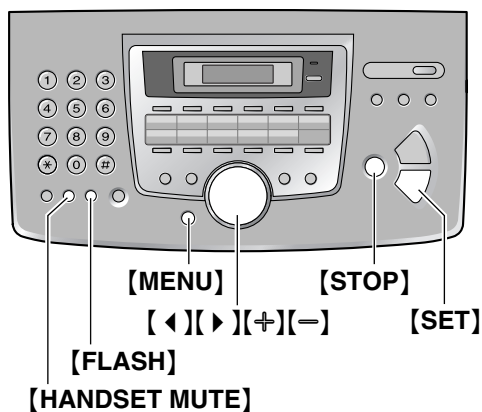
- If the time has not previously been set, Caller ID will not adjust the clock.

If you have registered with openLCR service

The date and time will be automatically set.

2.12 Your logo

The logo can be your name or the name of your company.



- 1 Press **[MENU]**.

```
SYSTEM SETUP
PRESS NAVI. [◀ ▶]
```

- 2 Press **[◀]** or **[▶]** repeatedly to display the following.

```
YOUR LOGO
PRESS SET
```

- 3 Press **[SET]**.
 - The cursor (█) will appear on the display.

```
LOGO=█
```

- 4 Enter your logo, up to 30 characters. See the following character table for details.

- 5 Press **[SET]**.
 - The next feature will be displayed.

- 6 Press **[MENU]** to exit.

Note:

- Your logo will be printed on the top of each page sent from your unit.

To select characters with the dial keypad

Keypad	Characters
[1]	1 [] { } + - / = , . _ ` : ; ?
[2]	A B C a b c 2
[3]	D E F d e f 3
[4]	G H I g h i 4

Keypad	Characters
[5]	J K L j k l 5
[6]	M N O m n o 6
[7]	P Q R S p q r s 7
[8]	T U V t u v 8
[9]	W X Y Z w x y z 9
[0]	0 () < > ! " # \$ % & ¥ * @ ^ ' →
[#]	To change capital or lower-case letter.
[FLASH]	To enter a hyphen.
[HANDSET MUTE]	To insert a space.
[STOP]	To delete a digit.

Note:

- To enter another character that is located on the same dial key, press **[▶]** to move the cursor to the next space.

To enter your logo

Example: "BILL"

1. Press **[2]** 2 times.

```
LOGO=B
```

2. Press **[4]** 3 times.

```
LOGO=BI
```

3. Press **[5]** 3 times.

```
LOGO=BIL
```

4. Press **[▶]** to move the cursor to the next space and press **[5]** 3 times.

```
LOGO=BILL
```

To change capital or lower-case letters

Pressing the **[#]** key will change to capital or lower-case alternately.

1. Press **[2]** 2 times.

```
LOGO=B
```

2. Press **[4]** 3 times.

```
LOGO=BI
```

2. Preparation

3. Press **[#]**.

LOGO=Bi

4. Press **[5]** 3 times.

LOGO=Bi1

To correct a mistake

Press **[◀]** or **[▶]** to move the cursor to the incorrect character, and make the correction.

To delete a character

Press **[◀]** or **[▶]** to move the cursor to the character you want to delete and press **[STOP]**.

- To erase all characters, press and hold **[STOP]**.

To insert a character

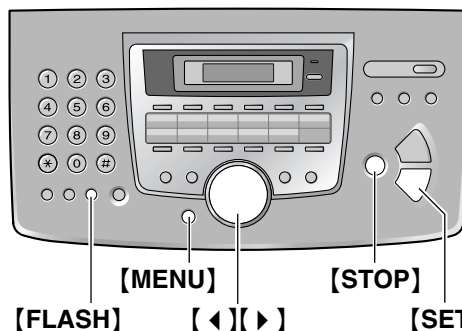
1. Press **[◀]** or **[▶]** to move the cursor to the position to the right of where you want to insert the character.
2. Press **[HANDSET MUTE]** to insert a space and enter the character.

To select characters using **[+]** or **[-]**

Instead of pressing the dial keys, you can select characters using **[+]** or **[-]**.

1. Press **[-]** repeatedly to display the desired character. Characters will be displayed in the following order:
 - ① Uppercase letters
 - ② Number
 - ③ Symbol
 - ④ Lowercase letters
 - If you press **[+]**, the order will be reversed.
2. Press **[▶]** to insert the character.
3. Return to step 1 to enter the next character.

2.13 Your fax number



- 1 Press **[MENU]**.

SYSTEM SETUP
PRESS NAVI. [◀ ▶]

- 2 Press **[◀]** or **[▶]** repeatedly to display the following.

YOUR FAX NO.
PRESS SET

- 3 Press **[SET]**.
 - The cursor (█) will appear on the display.

NO. = █

- 4 Enter your fax number, up to 20 digits.

Example: NO. =1234567█

- 5 Press **[SET]**.
 - The next feature will be displayed.
- 6 Press **[MENU]** to exit.

Note:

- Your fax number will be printed on the top of each page sent from your unit.
- The **[*]** button enters a "+" and the **[#]** button enters a space.
Example: +234 5678
Press **[*][2][3][4][#][5][6][7][8]**.
- To enter a hyphen in a telephone number, press **[FLASH]**.

To correct a mistake

Press **[◀]** or **[▶]** to move the cursor to the incorrect number, and make the correction.

To delete a number

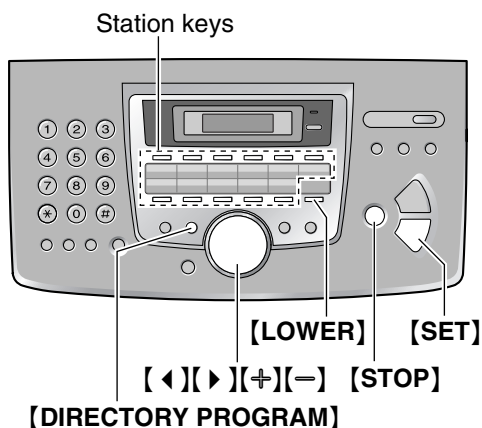
Press **[◀]** or **[▶]** to move the cursor to the number you want to delete and press **[STOP]**.

- To erase all numbers, press and hold **[STOP]**.

3.1 Storing names and telephone numbers for the one-touch dial feature and navigator directory

For rapid access to frequently dialed numbers, the unit provides the one-touch dial feature (22 items) and navigator directory (100 items).

- Station 1 to 3 can be used alternatively as broadcast keys (page 39).
- You can also send faxes using one-touch dial feature and navigator directory (page 39).



3.1.1 Storing one-touch dial item

- 1 Press **[DIRECTORY PROGRAM]**.
- 2 Select the desired station key.

For stations 1–3:

1. Press one of the station keys.

Example:

STATION 1	
DIAL MODE	[±]

2. Press **[SET]**.

For stations 4–11:

Press one of the station keys.

For stations 12–22:

Press **[LOWER]**, then press one of the station keys.

- 3 Enter the name, up to 10 characters (see page 29 for instructions).
- 4 Press **[SET]**.
- 5 Enter the telephone number, up to 30 digits.
- 6 Press **[SET]**.

- To program other items, repeat steps 2 to 6.

- 7 Press **[DIRECTORY PROGRAM]**.

Helpful hints:

- You can confirm the stored items by printing the telephone number list (page 72).

Note:

- A hyphen or a space entered in a telephone number counts as two digits.

To correct a mistake

Press **[<]** or **[>]** to move the cursor to the incorrect character/number, and then make the correction.

To delete a character/number

Press **[<]** or **[>]** to move the cursor to the character/number you want to delete, and press **[STOP]**.

- To erase all characters/numbers, press and hold **[STOP]**.

3.1.2 Storing navigator directory items

- 1 Press **[DIRECTORY PROGRAM]**.
- 2 Press **[>]**.
- 3 Enter the name, up to 10 characters (see page 29 for instructions).
- 4 Press **[SET]**.
- 5 Enter the telephone number, up to 30 digits.
- 6 Press **[SET]**.
 - To program other items, repeat steps 3 to 6.
- 7 Press **[DIRECTORY PROGRAM]**.

Helpful hints:

- For your convenience, HELP-FAX (1-800-435-7329) has been stored in the directory. If you cannot solve a problem, call the number (page 33). If not needed, you can erase it (page 33).
- You can confirm the stored items by printing the telephone number list (page 72).

Note:

- If "SPACE= 5 DIRS." is displayed, you can store only 5 more items.
- A hyphen or a space entered in a telephone number counts as 2 digits.

To correct a mistake

Press [◀] or [▶] to move the cursor to the incorrect character/number, and then make the correction.

To delete a character/number

Press [◀] or [▶] to move the cursor to the character/number you want to delete, and press [STOP].

- To erase all characters/numbers, press and hold [STOP].

3.1.3 Editing a stored item

- 1 Press [▶].
 - Confirm that there are no documents in the document entrance.
- 2 Press [⊕] or [⊖] repeatedly to display the desired item.
- 3 Press [DIRECTORY PROGRAM].
- 4 Press [✱].
 - If you do not need to edit the name, skip to step 6.
- 5 Edit the name. For further details, see the storing procedure on page 32.
- 6 Press [SET].
 - If you do not need to edit the telephone number, skip to step 8.
- 7 Edit the telephone number. For further details, see the storing procedure on page 32.
- 8 Press [SET].
 - To edit other items, repeat steps 2 to 8.
- 9 Press [STOP].

3.1.4 Erasing a stored item

- 1 Press [▶].
 - Confirm that there are no documents in the document entrance.
- 2 Press [⊕] or [⊖] repeatedly to display the desired item.
- 3 Press [DIRECTORY PROGRAM].
- 4 Press [‡].
 - To cancel erasing, press [STOP].
- 5 Press [SET].
 - To erase other items, repeat steps 2 to 5.
- 6 Press [STOP].

3.2 Making a phone call using one-touch dial feature or navigator directory

Before using this feature, store the desired names and telephone numbers in one-touch dial feature and navigator directory (page 32).

- Keep the front cover page open for button locations.

3.2.1 Using one-touch dial feature

- 1 Press [MONITOR] or lift the handset.
- 2 Select the desired station key.

For stations 1–11:

Press the desired station key.

For stations 12–22:

Press [LOWER], then press the desired station key.

- The unit will start dialing automatically.

3.2.2 Using the navigator directory

- 1 Press [▶].
 - Confirm that there are no documents in the document entrance.
- 2 Press [⊕] or [⊖] repeatedly to display the desired item.
- 3 Press [MONITOR] or lift the handset.
 - The unit will start dialing automatically.

To search for a name by initial

Example: "LISA"

1. Press [▶].
 - Confirm that there are no documents in the document entrance.
2. Press [⊕] or [⊖] to initiate the navigator directory.
3. Press [5] repeatedly to display any name with the initial "L" (see the character table, page 29).
 - To search for symbols (not letters or numbers), press [✱].
4. Press [⊕] or [⊖] repeatedly to display "LISA".
 - To stop the search, press [STOP].

3. Telephone

- To dial the displayed party, press **[MONITOR]** or lift the handset.

3.3 Caller ID service

This unit is compatible with the Caller ID service offered by your local telephone company. To use this unit's Caller ID features, you must subscribe to Caller ID service.

Make sure the following ring setting is set to 2 or more rings beforehand.

- FAX ring setting (feature #06 on page 49)

3.3.1 How Caller ID is displayed

The calling party's name or telephone number will be displayed after the 1st ring. You then have the option of whether or not to answer the call. The unit will automatically store caller information (name, telephone number and the time of the call) of the 30 most recent calls. Caller information is stored by the most recent to the oldest call. When the 31st call is received, the oldest call is deleted.

Caller information can be viewed on the display one item at a time (page 35) or confirmed by printing the Caller ID list (page 35).

- When caller information is received and it matches a telephone number stored in the unit's one-touch dial or navigator directory, the stored name will be displayed.
- If the unit is connected to a PBX (Private Branch Exchange) system, caller information may not be received properly. Consult your PBX supplier.
- If the unit cannot receive caller information, the following will be displayed:
 - “**OUT OF AREA**”: The caller dialed from an area which does not provide Caller ID service.
 - “**PRIVATE CALLER**”: The caller requested not to send caller information.
 - “**LONG DISTANCE**”: The caller made a long distance call.

To confirm caller information by printing the Caller ID list

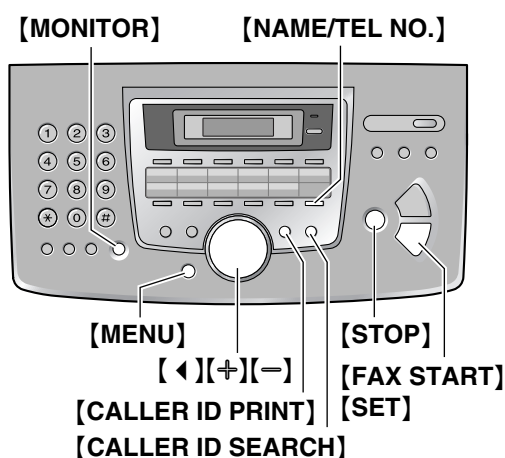
- To print manually, see page 35.
- To print automatically after every 30 new calls, activate feature #26 (page 50).

3.4 Viewing and calling back using caller information

You can easily view caller information and call back.

Important:

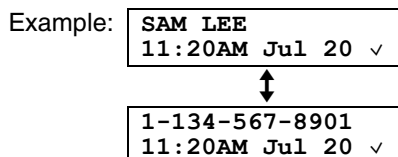
- **Calling back will not be possible in the following cases:**
 - The telephone number includes data other than numbers (i.e., * or #).
 - The caller information does not include a telephone number.



- 1 Press **[CALLER ID SEARCH]**.
- 2 Press **[+]** to search from the most recently received caller information.
 - If you press **[−]**, the display order will be reversed.
- 3 Press **[MONITOR]** or lift the handset to return the call.
 - The unit will start dialing automatically.
 - To send a fax, insert the document **FACE DOWN** and press **[FAX START]**.

To change the way caller information is displayed

Press **[NAME/TEL NO.]** repeatedly after step 2.



- Check mark (✓) on the display means the call has already been viewed or answered.

Display while viewing

- When the unit could not receive a name, the display will show "NO NAME RCVD".
- When no calls have been received, the display will show "NO CALLER DATA".

To edit a telephone number before calling back

Press **[*]** repeatedly after step 2. Each time you press **[*]**, the telephone number will be changed as follows:

- ① 1 - Area code - Local telephone number ("1" added)
- ② Local telephone number only (area code omitted)
- ③ Area code - Local telephone number
- ④ 1 - Local telephone number ("1" added and area code omitted)

To stop viewing

Press **[STOP]** after step 2.

3.4.1 Printing the Caller ID list

- 1 Press **[CALLER ID PRINT]** to start printing.
 - The display will show "ALL ERASE OK?" after printing.
- 2 Press **[STOP]** to exit the program.
 - To erase all of the stored caller information, press **[SET]** instead of **[STOP]**.

3.4.2 Erasing all caller information

- 1 Press **[MENU]** repeatedly to display "CALLER SETUP".
- 2 Press **[SET]**.
 - "CALL LIST ERASE" will be displayed.
- 3 Press **[SET]**.
 - To cancel erasing, press **[STOP]**, then **[MENU]**.
- 4 Press **[SET]**.
- 5 Press **[STOP]** to exit the program.

3.4.3 Erasing specific caller information

- 1 Press **[CALLER ID SEARCH]**.

3. Telephone

- 2 Press **[+]** or **[-]** repeatedly to display the desired item.
- 3 Press **[◀]**.
 - To cancel erasing, press **[STOP]** 2 times.
- 4 Press **[SET]**.
 - To erase other items, repeat steps 2 to 4.
- 5 Press **[STOP]** to exit the program.

Note:

- You can confirm the stored items by printing the telephone number list (page 72).
- The unit can only store a name of up to 10 characters long.
- To edit a name or number, see page 33.
- If caller information does not include the caller's name, enter the name manually. See the instructions on page 32.
- If you assign an item to a station key which already contains an item, the previous item will be replaced.
- If you use stations 1–3 as broadcast keys, you cannot store caller information for stations 1–3 (page 39).

3.5 Storing caller information into the one-touch dial feature and navigator directory

- Keep the front cover page open for button locations.

Important:

- **This feature is not available in the following cases.**
 - **The telephone number includes data other than numbers (i.e., * or #).**
 - **The caller information does not include a telephone number.**

- 1 Press **[CALLER ID SEARCH]**.
- 2 Press **[+]** or **[-]** repeatedly to display the desired item.
- 3 Press **[DIRECTORY PROGRAM]**.
- 4 Select the station key or navigator directory.

For stations 1–3:

1. Press the desired station key.
2. Press **[SET]**.
3. Press **[SET]**.

For stations 4–11:

1. Press the desired station key.
2. Press **[SET]**.

For stations 12–22:

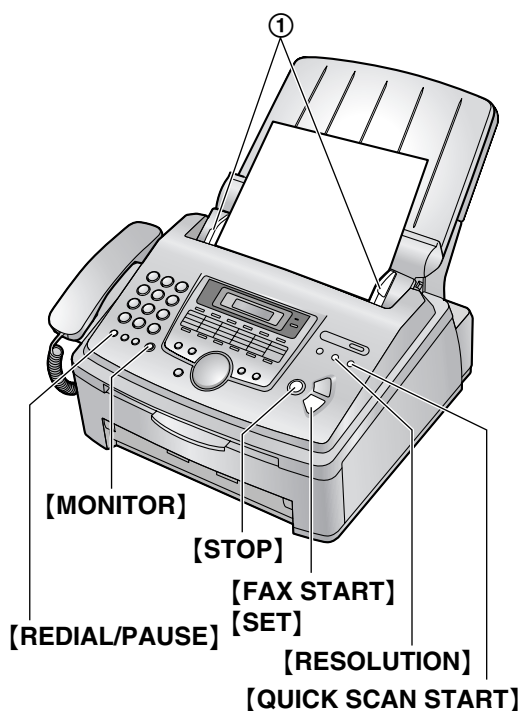
1. Press **[LOWER]**, then press the desired station key.
2. Press **[SET]**.

For navigator directory:

1. Press **[◀]** or **[▶]**.
2. Press **[SET]**.

- 5 Press **[SET]**.

4.1 Sending a fax manually



- 1 Adjust the width of the document guides (①) to fit the actual size of the document.
- 2 Insert the document (up to 20 pages) FACE DOWN until a single beep is heard and the unit grasps the document.
 - If the document guides are not adjusted to fit the document, re-adjust them.
- 3 If necessary, press **[RESOLUTION]** repeatedly to select the desired resolution.
- 4 Press **[MONITOR]**.
- 5 Dial the fax number.
- 6 **When a fax tone is heard:**
Press **[FAX START]**.

When the other party answers your call:

Lift the handset and ask them to press their start button. When the fax tone is heard, press **[FAX START]**.

Note:

- After pressing **[FAX START]**, you can replace the handset.

To select the resolution

Select the desired resolution according to the type of document.

- “**STANDARD**”: For printed or typewritten documents with normal-sized characters.
- “**FINE**”: For documents with small print.
- “**SUPER FINE**”: For documents with very small print. This setting is effective only when the other party has a compatible fax machines.
- “**PHOTO**”: For documents containing photographs, shaded drawings, etc.
- “**PHOTO WITH TEXT**”: For documents containing photographs and text.
- Using the “**FINE**”, “**SUPER FINE**”, “**PHOTO**” and “**PHOTO WITH TEXT**” settings will increase transmission time.
- If the resolution setting is changed during feeding, it will be effective from the next page.

To redial the last number

1. Press **[REDIAL/PAUSE]**.
2. Press **[FAX START]**.
 - If the line is busy, the unit will automatically redial the number.
 - To cancel redialing, press **[STOP]**, then press **[SET]**.

To send more than 20 pages at a time

Insert the first 20 pages of the document. Add the other pages (up to 20 at a time) on top of the previously inserted pages before the last page feeds into the unit.

To predial a fax number

You can dial the fax number first before inserting the document. This is convenient if you need to refer to the document for the other party's fax number.

1. Enter the fax number.
2. Insert the document.
3. Press **[FAX START]**.

Sending from memory (Quick scan feature)

You can scan the document into memory before sending.

1. Insert the document.
2. Enter the fax number.
3. Press **[QUICK SCAN START]**.

Transmitting reservation (Dual Access) feature

You can send the document even when the unit is just receiving a fax or sending a fax from memory (up to 3 reservations).

4. Fax

1. Insert the document during fax reception or fax memory transmission.
2. Enter the fax number using the dial keypad, one-touch dial or navigator directory.
3. Press **[QUICK SCAN START]** or **[FAX START]**.
 - The document will be fed into the unit and scanned into memory. The unit will then send the data. If the document exceeds the memory capacity, transmission will be canceled. You must send the entire document manually.

To stop transmission

Press **[STOP]**.

Printing a sending report

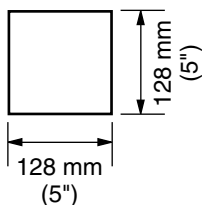
A sending report provides you with a printed record of transmission results. To print sending reports, make sure feature #04 is activated (page 49). For an explanation of error messages, see page 54.

Printing a journal report

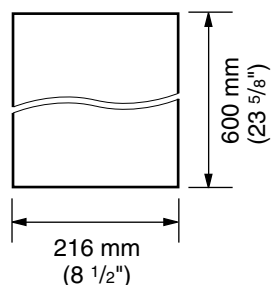
A journal report provides you with a printed record of the 30 most recent faxes. To print manually, see page 72. To print automatically after every 30 new fax transmissions and receptions, make sure feature #22 is activated (page 50). For an explanation of error messages, see page 54.

4.2 Documents you can send

Minimum document size

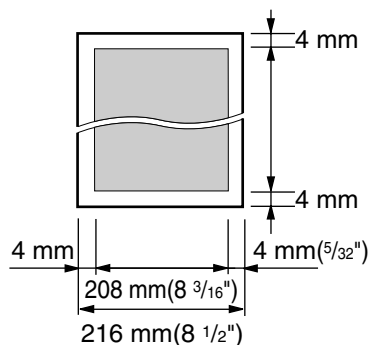


Maximum document size



Effective scanning area

- Shaded area will be scanned.



Document weight

- Single sheet:
45 g/m² to 90 g/m² (12 lb. to 24 lb.)
- Multiple sheets:
60 g/m² to 80 g/m² (16 lb. to 21 lb.)

Note:

- Remove clips, staples or other fasteners.
- Do not send the following types of documents: (Make a copy of the document and send the copy.)
 - Chemically treated paper such as carbon or carbonless duplicating paper
 - Electrostatically charged paper
 - Badly curled, creased or torn paper
 - Paper with a coated surface
 - Paper with a faint image
 - Paper with printing on the opposite side that can be seen through the other side, such as newsprint
- Check that ink, paste or correction fluid has dried completely.
- To send a document with a width of less than 210 mm (8 1/4"), we recommend using a copy machine to copy the original document onto letter-sized paper, then sending the copied document.

4.3 Sending a fax using one-touch dial feature and navigator directory

Before using this feature, store the desired names and telephone numbers into one-touch dial feature and navigator directory (page 32).

- Keep the front cover page open for button locations.
- 1 Adjust the width of the document guides to fit the actual size of the document.
 - 2 Insert the document (up to 20 pages) FACE DOWN until a single beep is heard and the unit grasps the document.
 - If the document guides are not adjusted to fit the document, re-adjust them.
 - 3 If necessary, press **[RESOLUTION]** repeatedly to select the desired resolution (page 37).
 - 4 Enter the fax number.

Using stations 1–11:

Press the desired station key.

Using stations 12–22:

Press **[LOWER]**, then press the desired station key.

Using navigator directory:

Press **[◀]** or **[▶]**, then press **[+]** or **[–]** repeatedly to display the desired item and press **[FAX START]**.

Fax auto redial

If the line is busy or if there is no answer, the unit will automatically redial the number.

- To cancel redialing, press **[STOP]**, then press **[SET]**.

If your unit does not send a fax

- Confirm that you have entered the number correctly, and that the number is a fax number.
- Confirm that the other party's fax machine is answering by turning ON the connecting tone feature (feature #76, page 51).

4.4 Broadcast transmission

By storing one-touch dial and navigator directory items (page 32) into the broadcast memory, you can send the same document to multiple parties (up to 20). Your programmed items will remain in the broadcast memory, allowing frequent re-use.

- The broadcast function utilizes stations 1–3. The one-touch dial function will be disabled.
- Keep the front cover page open for button locations.

4.4.1 Programming items into the broadcast memory

- 1 Press **[DIRECTORY PROGRAM]**.
- 2 Select the desired broadcast key.

For BROADCAST 1-2:

 1. Press the desired **[BROADCAST]** key.
 2. Press **[+]** or **[–]** repeatedly to select "BROADCAST".

For MANUAL BROADCAST:

1. Press **[MANUAL BROAD]**.
 2. Press **[+]** or **[–]** repeatedly to select "MANUAL BROAD".
- 3 Press **[SET]**.
 - 4 Program items.

Using stations 1–11:

Press the desired station key.

Using stations 12–22:

Press **[LOWER]**, then press the desired station key.

Using navigator directory:

Press **[+]** or **[–]** repeatedly to display the desired item, and press **[SET]**.

Using the dial keypad (only for MANUAL BROAD):

Enter the fax number and press **[SET]**.

- To program other items, repeat this step (up to 20 items).
- 5 Press **[SET]** after programming all of the desired items.
 - To program another broadcast key, repeat steps 2 to 5.
 - 6 Press **[STOP]** to exit.

4. Fax

Note:

- If you program the wrong item, press **[STOP]** after step 4 to erase the item.
- Confirm the stored items by printing a broadcast programming list (page 72).

4.4.2 Adding a new item into the broadcast memory

After initial programming, you can add new items (up to a combined total of 20).

- 1 Press **[▶▶]**.
 - Confirm that there are no documents in the document entrance.
- 2 Press **[+]** or **[-]** repeatedly to display the desired broadcast memory (“<BROADCAST1>”, “<BROADCAST2>” or “<MANUAL BROAD>”).
- 3 Press **[DIRECTORY PROGRAM]**.
- 4 Press **[*]**.
- 5 Press **[+]** or **[-]** repeatedly to display the desired item you want to add.
- 6 Press **[SET]**.
 - To add other items, repeat steps 5 and 6 (up to 20 items).
- 7 Press **[DIRECTORY PROGRAM]** to exit.

Note:

- When adding new items to the MANUAL BROADCAST memory, you can only select stored items.

4.4.3 Erasing a stored item from the broadcast memory

- 1 Press **[▶▶]**.
 - Confirm that there are no documents in the document entrance.
- 2 Press **[+]** or **[-]** repeatedly to display the desired broadcast memory (“<BROADCAST1>”, “<BROADCAST2>” or “<MANUAL BROAD>”).
- 3 Press **[DIRECTORY PROGRAM]**.
- 4 Press **[#]**.
- 5 Press **[+]** or **[-]** repeatedly to display the desired item you want to erase.
 - To cancel erasing, press **[STOP]**.
- 6 Press **[SET]**.
- 7 Press **[SET]**.
 - To erase other items, repeat steps 5 to 7.

- 8 Press **[DIRECTORY PROGRAM]** to exit.

4.4.4 Sending the same document to pre-programmed parties

- 1 Insert the document FACE DOWN.
- 2 If necessary, press **[RESOLUTION]** repeatedly to select the desired resolution (page 37).
- 3 Press the desired **[BROADCAST]** (1-2) or **[MANUAL BROAD]**.
 - The document will be fed into the unit and scanned into memory. The unit will then send the data to each party, calling each number sequentially.
 - After transmission, the stored document will be erased from memory automatically, and the unit will automatically print a report (**broadcast sending report**).

Note:

- If you select “FINE”, “SUPER FINE”, “PHOTO” or “PHOTO WITH TEXT” resolution, the number of pages that the unit can send will decrease.
- If the document exceeds the memory capacity, sending will be canceled.
- If a party is busy or does not answer, it will be skipped and redialed later.

To cancel broadcast transmission

1. Press **[STOP]** while “BROADCASTING” is displayed.
 - The display will show “SEND CANCELED?”.
2. Press **[SET]**.

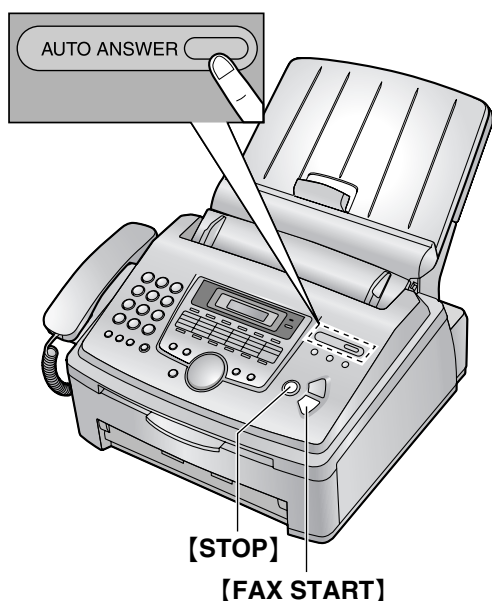
4.5 Receiving a fax manually – Auto answer OFF

4.5.1 Activating TEL mode

Set the fax machine to TEL mode by pressing **[AUTO ANSWER]** repeatedly to display the following.

TEL MODE

- The **[AUTO ANSWER]** light is OFF.



To stop receiving

Press **[STOP]**.

How to receive faxes with an extension telephone

If you have another telephone connected to the same line (extension telephone), you can use the extension telephone to receive faxes.

1. When the extension telephone rings, lift the handset of the extension telephone.
2. When:
 - document reception is required,
 - a fax calling tone (slow beep) is heard, or
 - no sound is heard,
 press **[*] [#] [9]** (default fax activation code) **firmly**.
 - The fax machine will start reception.
3. Replace the handset.

Note:

- To receive fax documents using the extension telephone, make sure remote fax activation is turned ON (feature #41 on page 50) beforehand. The default setting is ON.

How to receive phone calls and faxes

1. Lift the handset to answer the call.
2. When:
 - document reception is required,
 - a fax calling tone (slow beep) is heard, or
 - no sound is heard,
 press **[FAX START]**.

CONNECTING

3. Replace the handset.
 - The unit will start fax reception.
 - If you do not answer the call within 10 rings, the unit will temporarily switch to fax reception. The other party can then send a fax.

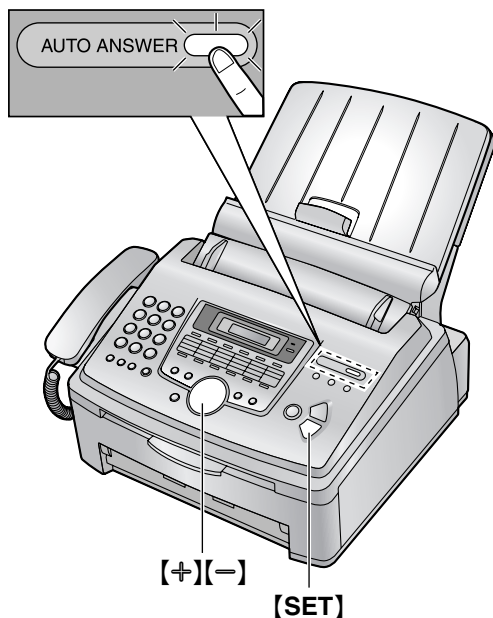
4.6 Receiving a fax automatically – Auto answer ON

4.6.1 Activating FAX ONLY mode

- 1 Press **[AUTO ANSWER]** repeatedly to display the following.

FAX ONLY MODE 3 RINGS [±]

- The display will show the ring setting in FAX ONLY mode.
 - The **[AUTO ANSWER]** light is ON.
- 2 If you wish to change the ring setting, press **[+]** or **[-]** repeatedly to display the desired setting, and press **[SET]**.



How faxes are received

When receiving calls, the unit will automatically answer all calls and only receive fax documents.

4.7 Junk fax prohibitor (preventing fax reception from undesired callers)

If you subscribe to Caller ID service, this feature prevents fax reception from calls that do not show caller information.

Additionally, you can store undesirable phone numbers in the junk fax prohibitor list; faxes sent from these phone numbers will not be received by your fax machine.

- Keep the front cover page open for button locations.

Important:

- **This feature does not work when:**
 - the unit is set to the TEL mode, or
 - manual reception is performed.

4.7.1 Activating the junk fax prohibitor

- 1 Press **[MENU]** repeatedly to display “JUNK FAX PROH.”.
- 2 Press **[▶]**.
- 3 Press **[+]** or **[-]** repeatedly to select “ON”.
- 4 Press **[SET]**.
- 5 Press **[MENU]** to exit.
 - While the junk fax prohibitor is activated, “JUNK FAX ON” is displayed.

4.7.2 Storing undesired callers

You can register up to 10 undesired numbers from the Caller ID list (page 34) if you do not wish to receive faxes from them.

- 1 Press **[MENU]** repeatedly to display “JUNK FAX PROH.”.
- 2 Press **[▶]** repeatedly to display “JUNK LIST SET”.
- 3 Press **[SET]**.
- 4 Press **[+]** or **[-]** repeatedly to display the party you wish to prevent fax reception from.
- 5 Press **[SET]**.
 - To program other parties, repeat steps 4 to 5.
- 6 Press **[STOP]** to exit the program.

Note:

- If there is no space to store new items, “**LIST FULL**” is displayed in step 3 or step 5. Erase unnecessary items.

To display the junk fax prohibitor list

1. Press **[MENU]** repeatedly to display “**JUNK FAX PROH.**”.
2. Press **[▶]** repeatedly to display “**JUNK LIST DISP.**”.
3. Press **[SET]**.
4. Press **[+]** or **[-]** to display the items on the list.
5. Press **[MENU]** to exit the program.

To print the junk fax prohibitor list

1. Press **[MENU]** repeatedly to display “**JUNK FAX PROH.**”.
2. Press **[▶]** repeatedly to display “**JUNK LIST PRINT**”.
3. Press **[SET]**.
4. Press **[MENU]** to exit the list.

To erase an item from the junk fax prohibitor list

1. Press **[MENU]** repeatedly to display “**JUNK FAX PROH.**”.
2. Press **[▶]** repeatedly to display “**JUNK LIST DISP.**”.
3. Press **[SET]**.
4. Press **[+]** or **[-]** repeatedly to display the desired item.
5. Press **[◀]**.
 - To cancel erasing, press **[STOP]**, then press **[MENU]**.
6. Press **[SET]**.
 - The item is erased.
 - To erase other items, repeat steps 4 to 6.
7. Press **[MENU]** to exit the list.

5.1 Distinctive Ring service from your phone company

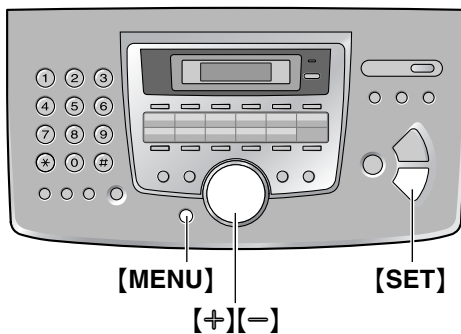
This service is convenient if you wish to have a different number for your fax machine and telephone, even when you use them on a single telephone line.

Distinctive Ring is a service offered by your local telephone company which allows you to use several telephone numbers on one telephone line. When a call is made to one of your phone numbers, the telephone company sends a ring pattern to your telephone line to indicate which number the call is intended for. By setting up this unit for Distinctive Ring, you can make the fax machine automatically start fax reception when a call comes to the fax number.

To use this service, you must subscribe to the Distinctive Ring service offered by your local telephone company.

5.2 Using two or more phone numbers on a single telephone line

5.2.1 Activating the Distinctive Ring feature



- 1 Press [MENU].
- 2 Press [∗], then [3][1].
- 3 Press [+], or [−] repeatedly to select “ON”.
- 4 Press [SET].
- 5 Press [MENU] to exit.

How phone calls and faxes are received

If the incoming call is for the fax number, the fax machine will ring with the assigned ring pattern and automatically start fax reception.

If the incoming call is for the phone number, the fax machine will keep on ringing.




5.3 Using three or more phone numbers on a single telephone line


You may wish to use three or more phone numbers for a single telephone line. In order to distinguish which number the call was addressed to, a different ring pattern must be assigned for each number.

Example: Using three phone numbers

Telephone number	Ring pattern	Use
012 1234	Standard ring	Personal
012 5678	Double ring	Business
012 9876	Triple ring	Fax

To use one phone number for the fax, program the ring pattern assigned for the fax in feature #32 (page 45). In the example, the ring pattern assigned for fax is a triple ring, so you should program “C” (triple ring).

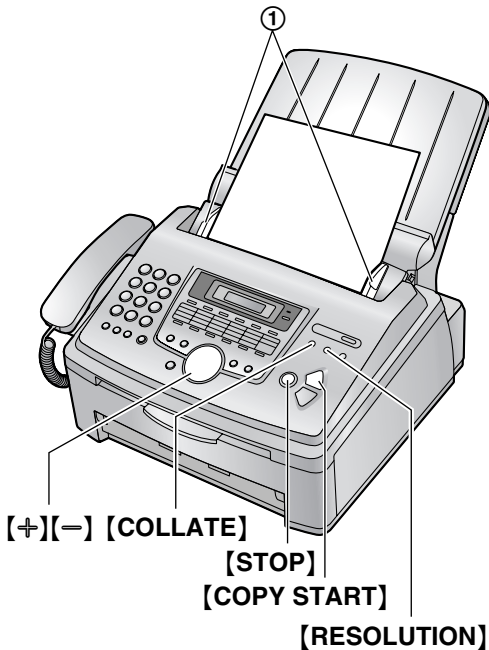
Ring pattern	Settings in feature #32
Standard ring (one long ring)  1st ring 2nd ring	“A”
Double ring (two short rings)  1st ring 2nd ring	“B”
Triple ring (short-long-short rings)  1st ring 2nd ring	“C”

Ring pattern	Settings in feature #32
Other triple ring (short-short-long rings)  1st ring 2nd ring	“D”

5.4 Programming the ring pattern assigned for fax

- Keep the front cover page open for button locations.
- 1 Set feature #31 to “ON” (page 44).
 - 2 Press **[MENU]**.
 - 3 Press **[#]**, then **[3][2]**.
 - 4 Press **[+]** or **[-]** repeatedly to select the ring pattern assigned for fax.
 - “A”: Standard ring (one long ring)
 - “B”: Double ring (two short rings)
 - “C”: Triple ring (short-long-short-rings)
 - “D”: Other triple ring (short-short-long rings)
 - “B-D” (default): The fax will respond to calls with any of ring tone patterns “B”, “C” and “D”
 - 5 Press **[SET]**.
 - 6 Press **[MENU]** to exit.

6.1 Making a copy



- 1 Adjust the width of the document guides (①) to fit the actual size of the document.
- 2 Insert the document (up to 20 pages) **FACE DOWN** until a single beep is heard and the unit grasps the document.
 - If the document guides are not adjusted to fit the document, re-adjust them.
- 3 If necessary, press **[RESOLUTION]** repeatedly to select the desired resolution.
- 4 Press **[COPY START]**.
 - If necessary, enter the number of copies (up to 99).
- 5 Press **[COPY START]**, or wait for 20 seconds.
 - The unit will start copying.

Note:

- Any document which can be sent as a fax can also be copied (page 38).

To select the resolution

Select the desired resolution according to the type of document.

- **“FINE”**: For printed or typewritten documents with small print.
- **“SUPER FINE”**: For documents with very small print.

- **“PHOTO”**: For documents containing photographs, shaded drawings, etc.
- **“PHOTO WITH TEXT”**: For documents containing photographs and text.
- If you select **“STANDARD”**, copying will be done using **“FINE”** mode.

To stop copying

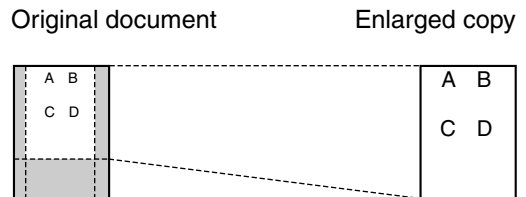
Press **[STOP]**.

6.1.1 More copying features

To enlarge a document

1. Insert the document, then press **[COPY START]**.
2. Press **[+]** repeatedly to select from **“105%”** to **“200%”** by changing the enlargement rate 5% at a time.
3. Press **[COPY START]**.
 - The unit will only enlarge the center of the upper part of the document. To make an enlarged copy of the bottom of the document, turn the document around, and then make a copy.

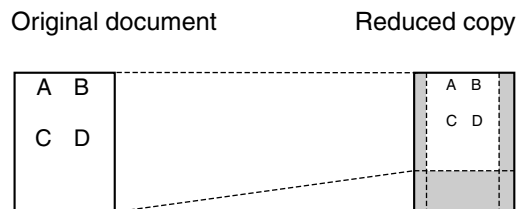
Example: 150% enlarged copy



To reduce a document

1. Insert the document, then press **[COPY START]**.
2. Press **[-]** repeatedly to select from **“50%”** to **“95%”** by changing the reduction rate 5% at a time.
3. Press **[COPY START]**.

Example: 70% reduced copy

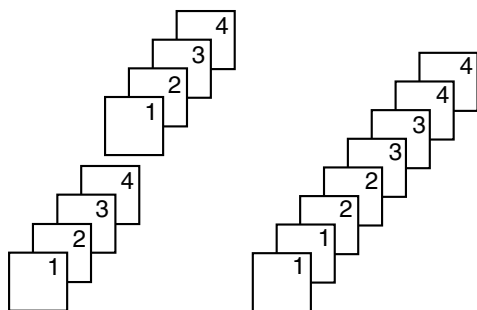


To collate multiple copies

The unit can collate multiple copies in the same order as the original document pages.

1. Insert the document, then press **[COLLATE]** repeatedly to display “**COLLATE=ON**”.
2. Enter the number of copies (up to 99).
3. Press **[COPY START]**.

Example: Making 2 copies of a 4-page original document



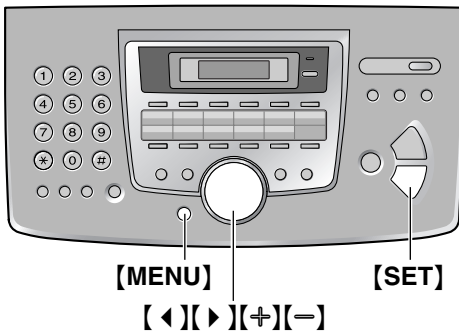
Collated pages

Uncollated pages

Note:

- The unit will store the documents into memory while collating the copies. If memory becomes full while storing, the unit will only print out the stored pages.
- After copying, the collating feature will turn OFF automatically.

7.1 Programming



7.1.1 Programming basic features

- 1 Press **[MENU]**.
- 2 Select the feature you wish to program. Press **[◀]** or **[▶]** repeatedly to display the desired feature.
 - The current setting of the feature will be displayed.
- 3 Press **[+]** or **[-]** repeatedly to display the desired setting.
 - This step may be slightly different depending on the feature.
- 4 Press **[SET]**.
 - The setting you selected is set, and the next feature will be displayed.
- 5 To exit programming, press **[MENU]**.

7.1.2 Programming advanced features

- 1 Press **[MENU]**.
- 2 Press **[◀]** or **[▶]** repeatedly to display "ADVANCE SETTINGS".
- 3 Press **[SET]**.
- 4 Select the feature you wish to program. Press **[◀]** or **[▶]** repeatedly to display the desired feature.
 - The current setting of the feature will be displayed.
- 5 Press **[+]** or **[-]** repeatedly to display the desired setting.
 - This step may be slightly different depending on the feature.
- 6 Press **[SET]**.

- The setting you selected is set, and the next feature will be displayed.

- 7 To exit programming, press **[MENU]**.

Note:

- To exit programming, press **[MENU]** at any time.

To program by entering the program code number directly

You can select a feature by directly entering the program code (# and a 2-digit number) instead of using **[◀]** or **[▶]**.

1. Press **[MENU]**.
2. Press **[#]** and the 2-digit code (page 49 to page 51).
3. Press **[+]** or **[-]** repeatedly to display the desired setting.
 - This step may be slightly different depending on the feature.
4. Press **[SET]**.
5. To exit programming, press **[MENU]**.

7.2 Basic features

Code #00: Setting the Quick Setup

QUICK SETUP
PRESS SET

See page 19 for details.

Code #01: Setting the date and time

SET DATE & TIME
PRESS SET

See page 28 for details.

Code #02: Setting your logo

YOUR LOGO
PRESS SET

See page 29 for details.

Code #03: Setting your fax number

YOUR FAX NO.
PRESS SET

See page 30 for details.

Code #04: Printing a sending report

SENDING REPORT
MODE=ERROR [±]

To print a sending report for fax transmission results (page 38).

“ERROR” (default): A sending report will be printed only when fax transmission fails.

“ON”: A sending report will be printed after every transmission.

“OFF”: Sending reports will not be printed.

Code #06: Changing the ring setting in FAX ONLY mode

FAX RING COUNT
RINGS=3 [±]

To change the number of rings before the unit answers a call in FAX ONLY mode.

You can select “1”, “2”, “3” (default), “4” or “5 EXT. TAM” (External Telephone Answering Machine).

Code #12: Enabling remote operation for an answering machine

REMOTE TAM ACT.
MODE=OFF [±]

If you are using the unit with an answering machine, activate this feature, and program the remote activation ID. You can access the

answering machine remotely by pressing this ID to retrieve recorded voice messages.

1. Press [MENU].
2. Press [Ⓜ] then [1][2].
3. Press [+] or [-] repeatedly to select “ON”.
4. Press [SET].
5. Enter your ID from 1 to 5 digits, using 0–9, [*] and [Ⓜ].
 - The default ID is “11”.
6. Press [SET].
7. Press [MENU].

Code #13: Setting the dialing mode

DIALING MODE
MODE=TONE [±]

If you cannot dial, change this setting depending on your telephone line service.

“TONE” (default): For tone dial service.

“PULSE”: For rotary pulse dial service.

Code #16: Setting the recording paper size

PAPER SIZE
=LETTER [±]

“LETTER” (default): Letter size paper.

“LEGAL”: Legal size paper.

“A4”: A4 size paper.

Code #17: Setting the ringer pattern

RINGER PATTERN
MODE=A [±]

You can select “A” (default), “B” or “C”.

7.3 Advanced features

Code #22: Setting the journal report to print automatically

AUTO JOURNAL MODE=ON [±]

“ON” (default): The unit will print a journal report automatically after every 30 new fax transmissions and receptions (page 38).

“OFF”: The unit will not print a journal report, but will keep a record of the last 30 fax transmissions and receptions.

Code #23: Sending documents overseas

OVERSEAS MODE MODE=ERROR [±]

If you cannot send a fax overseas even if the number is correct and the line is connected, activate this feature before sending the fax. This feature improves the reliability by reducing the transmission speed.

“NEXT FAX”: This setting is effective only for the next attempted fax transmission. After transmission, the unit will return to the previous setting.

“ERROR” (default): When the previous fax transmission fails and you wish to re-send the document.

“OFF”: Deactivates this feature.

Note:

- This feature is not available for broadcast transmission.
- Calling charges may be higher than usual.

Code #25: Sending a fax at a specific time

DELAYED SEND MODE=OFF [±]

This feature allows you to take advantage of low-cost calling hours offered by your telephone company. This feature can be set up to 24 hours in advance of the desired time.

To send a document:

1. Insert the document.
2. If necessary, press **[RESOLUTION]** repeatedly to select the desired resolution (page 37).
3. Press **[MENU]**.
4. Press **[⇄]** then **[2][5]**.
5. Press **[+]** or **[-]** repeatedly to select “ON”.
6. Press **[SET]**.
7. Enter the fax number.

8. Press **[SET]**.

9. Enter the transmission start time.

- Press **[*]** repeatedly to select “AM” or “PM”.

10. Press **[SET]**.

- To cancel after programming, press **[STOP]** then **[SET]**.

Code #26: Setting the Caller ID list to be printed automatically

AUTO CALL. LIST MODE=ON [±]

“ON” (default): The unit will print the Caller ID list automatically after every 30 new calls (page 34).

“OFF”: The unit will not print the Caller ID list, but will keep records of the information for the last 30 callers.

Code #31: Activating the Distinctive Ring feature

DISTINCTIVE RING MODE=OFF [±]

See page 44 for details.

Code #32: Setting the ring pattern for fax (Distinctive Ring feature)

FAX RING PATTERN RING=B-D [±]

See page 45 for details.

Code #37: Receiving other size documents

AUTO REDUCTION MODE=ON [±]

To receive a fax document that is longer than your recording paper.

“ON” (default): The unit will fit received documents onto your recording paper.

“OFF”: The unit will print the original size.

Code #39: Changing the display contrast

LCD CONTRAST MODE=NORMAL [±]

“NORMAL” (default): For normal contrast.

“DARKER”: Used when the display contrast is too light.

Code #41: Changing the fax activation code

FAX ACTIVATION MODE=ON [±]

If you wish to use an extension telephone to receive faxes, activate this feature and program the activation code.

1. Press **[MENU]**.
2. Press **[⇄]**, then **[4][1]**.
3. Press **[+]** or **[-]** repeatedly to select "ON".
4. Press **[SET]**.
5. Enter your code from 2 to 4 digits, using 0–9, **[*]** and **[⇄]**.
 - The default code is "*#9".
 - Do not enter "0000".
6. Press **[SET]**.
7. Press **[MENU]**.

Code #44: Setting the memory reception alert

RECEIVE ALERT MODE=ON [±]
--

To alert you with a beeping sound when a received fax document is stored into memory due to some existing problem.

The slow beeps will continue until you clear the printing problem and make sure the unit is supplied with enough paper to print the stored document.

"ON" (default): You will be alerted to a reception problem by a beeping sound.

"OFF": Deactivates this feature.

Code #46: Setting friendly reception

FRIENDLY RCV MODE=ON [±]

To receive a fax automatically when you answer a call and hear a fax calling tone (slow beep).

"ON" (default): You do not have to press **[FAX START]** for fax reception.

"OFF": You have to press **[FAX START]** for fax reception.

Code #68: Setting the Error Correction Mode (ECM)

ECM SELECTION MODE=ON [±]
--

This feature is available when the transmitting/receiving fax machines are ECM compatible.

"ON" (default): To send a fax even if there is static interference on the telephone line.

"OFF": Deactivates this feature.

Code #76: Setting the connecting tone

CONNECTING TONE MODE=ON [±]
--

If you often have trouble when sending faxes, this feature allows you to hear connecting tones: fax tone, ring back tone and busy tone. You can

use these tones to confirm the status of the other party's machine.

"ON" (default): You will hear connecting tones.

"OFF": Deactivates this feature.

- If the ring back tone continues, the other party's machine may not be a fax machine or may have run out of paper. Check with the other party.
- The connecting tone volume cannot be adjusted.

Code #79: Setting toner save feature

TONER SAVE MODE=OFF [±]
--

"ON": The toner cartridge will last longer.

"OFF" (default): Deactivates this feature.

Note:

- This feature may lower the print quality by reducing toner consumption.

Code #80: Resetting advanced features to their default settings

SET DEFAULT RESET=NO [±]

To reset the advanced features:

1. Press **[MENU]**.
2. Press **[⇄]**, then **[8][0]**.
3. Press **[+]** or **[-]** repeatedly to select "YES".
4. Press **[SET]**.
5. Press **[SET]** again.
6. Press **[MENU]**.

7.4 Direct commands for programming features

You can also select the desired setting by directly entering the program code (# and a 2-digit number) and direct command.

For more details on the features, see page 49 to page 51.

- 1 Press **[MENU]**.
- 2 Press **[#]** and the 2-digit code number.
- 3 Press the desired direct command to display the desired setting.
 - This step may be slightly different depending on the feature.
- 4 Press **[SET]**.
- 5 To exit programming, press **[MENU]**.

7.4.1 Program code and direct command button

[#][0][0] Quick Setup

- **[1]**: "FAX ONLY" (default)
- **[2]**: "DIST. RING"
- **[3]**: "EXT. TAM"
- **[4]**: "TEL ONLY"

- Press **[SET]** before pressing the direct command button.

[#][0][1] Date and time

- Enter the date and time using the dial keypad. See page 28 for details.

[#][0][2] Your logo

- Enter your logo using the dial keypad. See page 29 for details.

[#][0][3] Your fax number

- Enter your fax number using the dial keypad. See page 30 for details.

[#][0][4] Sending report

- **[1]**: "ON"
- **[2]**: "OFF"
- **[3]**: "ERROR" (default)

[#][0][6] FAX ring count

- **[1]**: "1"
- **[2]**: "2"
- **[3]**: "3" (default)
- **[4]**: "4"
- **[5]**: "5 EXT. TAM"

[#][1][2] Remote activation ID

- **[1]**: "ON"
- **[2]**: "OFF" (default)
- If you select "ON", then enter your ID from 1 to 5 digits using 0-9, **[*]** and **[#]**.

[#][1][3] Dialing mode

- **[1]**: "PULSE"
- **[2]**: "TONE" (default)

[#][1][6] Paper size

- **[1]**: "LETTER" (default)
- **[2]**: "A4"
- **[3]**: "LEGAL"

[#][1][7] Ringer pattern

- **[1]**: "A" (default)
- **[2]**: "B"
- **[3]**: "C"

[#][2][2] Automatic journal report

- **[1]**: "ON" (default)
- **[2]**: "OFF"

[#][2][3] Overseas mode

- **[1]**: "NEXT FAX"
- **[2]**: "OFF"
- **[3]**: "ERROR" (default)

[#][2][5] Delayed send

- **[1]**: "ON"
- **[2]**: "OFF" (default)
- If you select "ON", next enter the fax number and transmission time using the dial keypad (see feature #25 on page 50 for details).

[#][2][6] Automatic Caller ID list

- **[1]**: "ON" (default)
- **[2]**: "OFF"

[#][3][1] Distinctive Ring

- **[1]**: "ON"
- **[2]**: "OFF" (default)

[#][3][2] Fax ring pattern

- **[1]**: "A"
- **[2]**: "B"
- **[3]**: "C"
- **[4]**: "D"
- **[5]**: "B-D" (default)

[#][3][7] Auto reduction

- **[1]**: "ON" (default)
- **[2]**: "OFF"

[#][3][9] Display contrast

- **[1]**: "NORMAL" (default)

- **[2]**:“DARKER”

[#][4][1] Fax activation code

- **[1]**:“ON” (default)
- **[2]**:“OFF”
- If you select “ON”, next enter your code from 2 to 4 digits using 0-9, **[*]** and **[#]**.

[#][4][4] Memory reception alert

- **[1]**:“ON” (default)
- **[2]**:“OFF”

[#][4][6] Friendly reception

- **[1]**:“ON” (default)
- **[2]**:“OFF”

[#][6][8] ECM selection

- **[1]**:“ON” (default)
- **[2]**:“OFF”

[#][7][6] Connecting tone

- **[1]**:“ON” (default)
- **[2]**:“OFF”

[#][7][9] Toner save

- **[1]**:“ON”
- **[2]**:“OFF” (default)

[#][8][0] Set default

- **[1]**:“YES”
- **[2]**:“NO” (default)
- If you select “YES”, press **[SET]** 2 times, then press **[MENU]** to exit.

8.1 Error messages – Reports

If a problem occurs during fax transmission or reception, one of the following messages will be printed on the sending and journal reports (page 38).

COMMUNICATION ERROR

(Code: 40-42, 46-72, FF)

- A transmission or reception error occurred. Try again or check with the other party.

COMMUNICATION ERROR

(Code: 43, 44)

- A line problem occurred. Connect the telephone line cord to a different jack and try again.
- An overseas transmission error occurred. Try using the overseas mode (feature #23, page 50).

DOCUMENT JAMMED

- The document is jammed. Remove the jammed document (page 66).

ERROR-NOT YOUR UNIT

(Code: 54, 59, 70)

- A transmission or reception error occurred because of a problem with the other party's fax machine. Check with the other party.

JUNK FAX PROH. REJECT

- The junk fax prohibitor feature of this unit rejected fax reception.

MEMORY FULL

- The memory is full of received documents due to a lack of recording paper or a recording paper jam. Install paper (page 16) or clear the jammed paper (page 64).

NO DOCUMENT

- The document was not fed into the unit properly. Re-insert it and try again.

OTHER FAX NOT RESPONDING

- The other party's fax machine is busy or has run out of recording paper. Try again.
- The other party's fax machine rings too many times. Send the fax manually (page 37).
- The other party's machine is not a fax machine. Check with the other party.
- The number you dialed is not in service.

PRESSED THE STOP KEY

- **[STOP]** was pressed and fax communication was canceled.

THE COVER WAS OPENED

- The front cover was opened. Close it and try again.

OK

- Fax transmission or reception was successful.

8.2 Error messages – Display

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

CALL SERVICE

- There is something wrong with the unit. Contact our service personnel.

CHANGE DRUM



CHANGE SUPPLIES

- There is something wrong with the drum unit. Replace the drum unit and the toner cartridge (page 61).

CHECK DOCUMENT

- The document was not fed into the unit properly. Re-insert the document. If misfeeding occurs frequently, clean the document feeder rollers (page 67) and try again.

CHECK DRUM

- The drum unit is not inserted properly. Re-insert it correctly (page 12).

CHECK MEMORY

- The memory (telephone numbers, parameters, etc.) has been erased. Re-program.

COVER OPEN

- The front cover is open. Close it.

DIRECTORY FULL

- There is no space to store new items in navigator directory. Erase unnecessary items (page 33).

**DRUM LIFE OVER
REPLACE DRUM****CHANGE SUPPLIES**

- The drum life is complete. Replace the drum unit immediately (page 61).

FAILED PICK UP

- Recording paper was not fed into the unit properly. Re-insert the recording paper (page 66).

FAX IN MEMORY

- The unit has a document in memory. See the other displayed message instructions to print out the document. For fax memory capacity, see page 73.

FAX MEMORY FULL

- The memory is full of received documents due to a lack of recording paper or a recording paper jam. Install paper (page 16) or clear the jammed paper (page 64).
- When performing memory transmission, the document being stored exceeded the memory capacity of the unit. Send the entire document manually.

LOW TEMP.

- The inside of the unit is extremely cold and cannot be operated. Use the unit in a warmer area. While the unit cannot be operated, the received documents are temporarily stored into the memory, and will be printed out automatically when the unit warms up.

MEMORY FULL

- When making a copy, the document being stored exceeded the memory capacity of the

unit. Press **[STOP]** to clear the message. Divide the document into sections.

MODEM ERROR

- There is something wrong with the unit's modem. Contact our service personnel.

NO FAX REPLY

- The other party's fax machine is busy or has run out of recording paper. Try again.

OUT OF PAPER

- Recording paper is not installed or the unit has run out of paper. Install paper (page 16).
- Recording paper is not fed into the unit properly. Reinstall paper (page 16).

PAPER JAMMED

- A recording paper jam occurred. Clear the jammed paper (page 64).

PLEASE WAIT

- The unit is warming up. Wait for a while.

REDIAL TIME OUT

- The other party's fax machine is busy or has run out of recording paper. Try again.

REMOVE DOCUMENT

- The document is jammed. Remove the jammed document (page 66).
- Attempted to send a document longer than 600 mm (23⁵/₈"). Press **[STOP]** to remove the document. Divide the document into two or more sheets and try again.

**REPLACE DRUM
SOON**

- The drum life is near to an end. Replace the drum unit as soon as possible (page 61).

8. Help

TONER EMPTY



CHANGE SUPPLIES

- The toner life is complete. Replace the toner cartridge immediately (page 61).

TONER LOW



CHANGE SUPPLIES

- The toner life is near to an end. Replace the toner cartridge as soon as possible (page 61).

TRANSMIT ERROR

- A transmission error occurred. Try again.

WARM UP

- The inside of the unit is too cold. Let the unit warm up. Wait for a while.

WRONG PAPER

- The fax message was printed on paper which is shorter than letter size paper. Use the appropriate size paper (page 74).

8.3 When a function does not work, check here

8.3.1 Initial settings

Problem	Cause & Solution
I cannot hear a dial tone.	<ul style="list-style-type: none"> • If you use a splitter to connect the unit, remove the splitter and connect the unit to the wall jack directly. If the unit operates properly, check the splitter. • Disconnect the unit from the telephone line and connect a known working telephone. If the working telephone operates properly, contact our service personnel to have the unit repaired. If the working telephone does not operate properly, contact your telephone company. • The power cord or telephone line cord is not connected. Check the connections. • If you connected the fax machine through a computer modem, connect the fax machine directly to a telephone line jack.
I cannot make calls.	<ul style="list-style-type: none"> • The dialing mode setting may be wrong. Change the setting. (feature #13 on page 49).
The unit does not ring.	<ul style="list-style-type: none"> • The ringer volume is turned OFF. Adjust it (page 27).

8.3.2 General

Problem	Cause & Solution
The other party complains they only hear a fax tone and cannot talk.	<ul style="list-style-type: none"> • FAX ONLY mode is set. Tell the other party the number is only used for faxes. • Change to TEL mode by pressing [AUTO ANSWER]. • If you use a Distinctive Ring service, make sure you have set the same ring pattern assigned by the telephone company (page 44).
The [REDIAL/PAUSE] button does not function properly.	<ul style="list-style-type: none"> • If this button is pressed during dialing, a pause will be inserted. If pressed immediately after a dial tone is obtained, the last number dialed will be redialed.
The receiving mode does not function properly.	<ul style="list-style-type: none"> • The Distinctive Ring is set (feature #31 on page 44).
During programming, I cannot enter the code or ID number.	<ul style="list-style-type: none"> • All or part of the number is the same. Change the number: feature #12 (page 49) and #41 (page 50).
The unit beeps.	<ul style="list-style-type: none"> • Recording paper has run out. Press [STOP] to stop the beeps and install paper.
Whenever I try to retrieve my voice mail messages, I am interrupted by the fax tone.	<ul style="list-style-type: none"> • You are probably entering [*] [#] [9]. This is the default setting for the fax activation code. If you use a voice mail service, turn the fax activation feature OFF or reprogram the activation code (feature #41 on page 50).

8.3.3 Fax – sending

Problem	Cause & Solution
I cannot send documents.	<ul style="list-style-type: none"> • The telephone line cord is connected to the EXT jack on the unit. Connect to the LINE jack (page 18). • The other party's fax machine is busy or has run out of recording paper. Try again. • The other party's machine is not a fax machine. Check with the other party. • The other party's fax machine failed to answer the fax automatically. Send the fax manually (page 37).
I cannot send a fax overseas.	<ul style="list-style-type: none"> • Use the overseas transmission mode (feature #23 on page 50). • Add two pauses at the end of the telephone number or dial manually.
The other party complains that letters on their received document are distorted or not clear.	<ul style="list-style-type: none"> • If your line has special telephone services such as call waiting, the service may have been activated during fax transmission. Connect the unit to a line that does not have these services. • Another telephone on the same line is off the hook. Hang up the extension telephone and try again. • Try copying the document. If the copied image is clear, there may be something wrong with the other party's machine.
The other party complains that black lines, white lines or smudges appear on their received document.	<ul style="list-style-type: none"> • The glass or rollers are dirty with correction fluid, etc. Clean them (page 67). Please do not insert a document before correction fluid has dried completely.



8.3.4 Fax – receiving

Problem	Cause & Solution
I cannot receive documents.	<ul style="list-style-type: none"> • When you have a single telephone line and subscribe to a voice mail service, you must also subscribe to a Distinctive Ring service (page 44). • The telephone line cord is connected to the EXT jack on the unit. Connect to the LINE jack (page 18).
I cannot receive documents automatically.	<ul style="list-style-type: none"> • The receiving mode is set to TEL mode. Set to FAX ONLY mode by pressing [AUTO ANSWER]. • The time taken to answer the call is too long. Decrease the number of rings before the unit answers a call (feature #06 on page 49).
The display shows "CONNECTING", but faxes are not received.	<ul style="list-style-type: none"> • The incoming call is not a fax. Change the receiving mode to TEL mode by pressing [AUTO ANSWER].
A blank sheet is ejected.	<ul style="list-style-type: none"> • The other party placed the document in their fax machine the wrong way. Check with the other party.

Problem	Cause & Solution
The printing quality is poor.	<ul style="list-style-type: none"> ● If documents can be copied properly, the unit is working normally. The other party may have sent a faint document or there may be something wrong with the other party's machine. Ask them to send a clearer copy of the document or to check their fax machine. ● Some paper has instructions recommending which side to print on. Try turning the paper over. ● You may have used paper with a cotton and/or fiber content that is over 20%, such as letterhead or resume paper. ● The remaining toner is low. Replace the toner cartridge (page 61). ● We recommend you replace the drum unit every fourth time you replace the toner cartridge (page 61). To check the drum life and quality, please print the printer test list (page 72). ● The toner save mode is ON (feature #79 on page 51).
The other party complains that they cannot send a document.	<ul style="list-style-type: none"> ● The memory is full of received documents due to a lack of recording paper or a recording paper jam. Install paper (page 16) or clear the jammed paper (page 64). ● The unit is not in FAX ONLY mode. Press [AUTO ANSWER] repeatedly to turn ON the [AUTO ANSWER] light.
I cannot select the desired receiving mode.	<ul style="list-style-type: none"> ● If you want to set FAX ONLY mode: <ul style="list-style-type: none"> – press [AUTO ANSWER] repeatedly to turn ON the [AUTO ANSWER] light. ● If you want to set TEL mode: <ul style="list-style-type: none"> – press [AUTO ANSWER] repeatedly to turn OFF the [AUTO ANSWER] light. ● The Distinctive Ring of feature #31 is activated (page 44).

8.3.5 Copying

Problem	Cause & Solution
The unit will not make a copy.	<ul style="list-style-type: none"> ● You cannot make a copy during programming. Make the copy after programming. ● The document was not fed into the unit properly. Re-insert the document. ● Recording paper is not installed or the unit has run out of paper. Install paper (page 16).
A black line, a white line or smudge appears on the copied document.	<ul style="list-style-type: none"> ● The glass or rollers are dirty with correction fluid, etc. Clean them (page 67). Please do not insert a document before correction fluid has dried completely.

Problem	Cause & Solution	
<p>The printing quality is poor.</p>	<p>Original</p> 	<p>Copy</p> 
<ul style="list-style-type: none"> ● Some paper has instructions recommending which side to print on. Try turning the paper over. ● You may have used paper with a cotton and/or fiber content that is over 20%, such as letterhead or resume paper. ● The remaining toner is low. Replace the toner cartridge (page 61). ● We recommend you replace the drum unit every fourth time you replace the toner cartridge (page 61). To check the drum life and quality, please print the printer test list (page 72). ● The toner save mode of feature #79 is ON (page 51). 		

8.3.6 Using an answering machine

Problem	Cause & Solution	
<p>I cannot receive documents automatically.</p>	<ul style="list-style-type: none"> ● Your greeting message on the answering machine is too long. Shorten the message. Record a message up to 10 seconds long. ● The answering machine rings too many times. Set to 1 or 2 rings. 	
<p>I cannot receive voice messages.</p>	<ul style="list-style-type: none"> ● Check if the answering machine is turned ON and connected to the fax machine properly (page 23). ● Set the number of rings on the answering machine to 1 or 2. 	
<p>I cannot retrieve recorded voice messages on the answering machine from a remote location.</p>	<ul style="list-style-type: none"> ● You did not program your remote access code into your fax machine correctly. Program the same code that is programmed on the answering machine on the fax machine with feature #12 (page 49). 	
<p>I pressed the remote access code to access the answering machine remotely, but the line was disconnected.</p>	<ul style="list-style-type: none"> ● The code may include “#” which is used for certain features provided by telephone companies. Change the code on the answering machine to another number which does not include “#”. Also change the code of the fax machine with feature #12 (page 49). 	
<p>Callers complain that they cannot send a document.</p>	<ul style="list-style-type: none"> ● Your answering machine has run out of recording tape. Rewind the tape to record messages. ● You set the answering machine to only give a greeting message. 	

8.3.7 If a power failure occurs

- The unit will not function.
- The unit is not designed for making emergency telephone calls when the power fails. Alternative arrangements should be made for access to emergency services.
- Fax transmission and reception will be interrupted.
- If any fax documents are stored in the memory, they will be lost. When power is restored, a power down report will be printed stating which documents in memory have been erased.

8.4 Replacing the toner cartridge and the drum unit

When the display shows the following, replace the toner cartridge.

TONER LOW

TONER EMPTY

We recommend you replace the drum unit every fourth time you replace the toner cartridge. To check the drum life and quality, please print the printer test list (page 72). To ensure that the unit operates properly, we recommend the use of **Panasonic toner cartridge (Model No. KX-FA83) and drum unit (Model No. KX-FA84)**. See page 10 for accessory information.

To maintain print quality and machine life, we recommend you to clean slots and openings (page 4) and the inside of the unit (page 67) when replacing the toner cartridge and/or drum unit.

Caution:

- We cannot be responsible for any damage to the unit or degradation of print quality which may occur from the use of a non-Panasonic toner cartridge and drum unit.
- The drum unit contains a photosensitive drum. Exposing it to light may damage the drum.

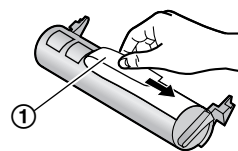
Once you have opened the protection bag:

- Do not expose the drum unit to light for more than 5 minutes.
- Do not touch or scratch the green drum surface.
- Do not place the drum unit near dust or dirt, or in a high humidity area.
- Do not expose the drum unit to direct sunlight.
- Do not unplug the fax machine. Loss of fax documents in memory may occur.
- Do not leave the toner cartridge out of the protection bag for a long time. It will decrease the toner life.
- Do not add toner to the toner cartridge.

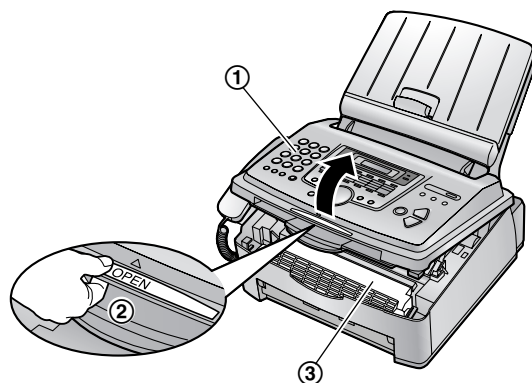
- 1 Before opening the protection bag of the new toner cartridge, shake it vertically more than 5 times.



- 2 Remove the new toner cartridge from the protection bag. Peel off the seal (①) from the toner cartridge.



- 3 Lift open the front cover (①), holding OPEN (②).

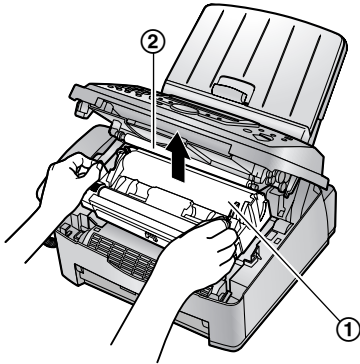


Caution:
The fuser unit (③) gets hot. Do not touch it.

- 4 Tap on the used toner cartridge several times to allow the remaining toner to fall into the

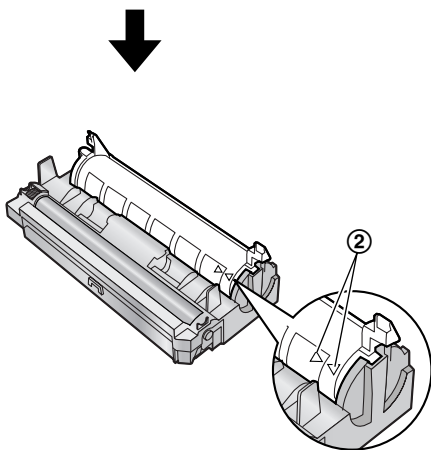
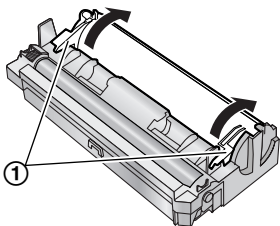
8. Help

drum unit. Remove the drum and toner unit (①) by holding the two tabs (②).

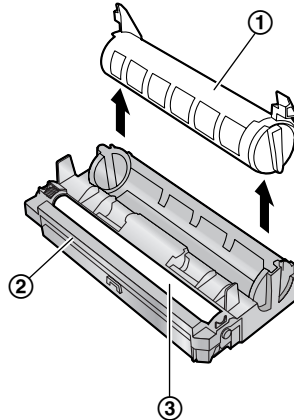


- Do not touch the transfer roller (②).
- If you replace the toner cartridge and the drum unit at the same time, skip to step 7.

5 Turn the two levers (①) on the used toner cartridge firmly, until the triangles (②) match.



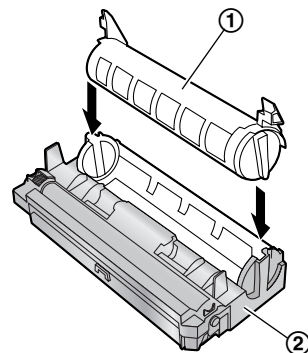
6 Remove the used cartridge (①) from the drum unit (②).



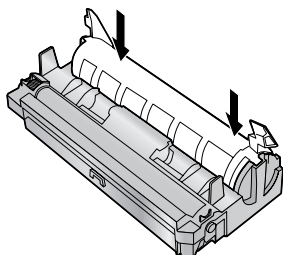
- The toner may stick to the cartridge and the drum unit. Be careful when handling. See page 4 for details.
- Do not drop the toner on the green drum surface (③).
- Put the used toner cartridge into the protection bag.

7 If you replace the drum unit at the same time, remove the new drum unit from the protection bag.

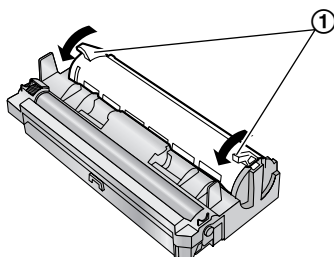
Place the new toner cartridge (①) into the drum unit (②) vertically.



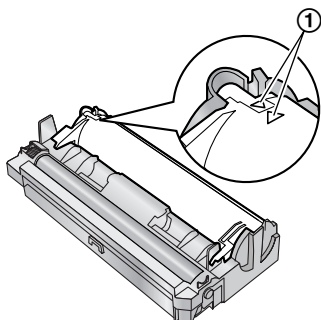
- 8 Firmly press down the toner cartridge to snap into position.



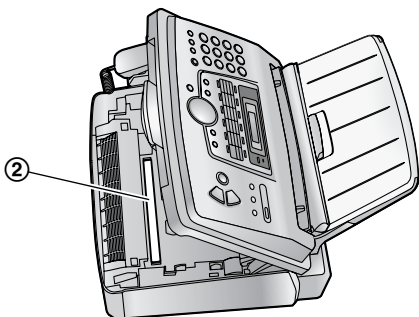
- 9 Turn the two levers (1) on the toner cartridge firmly.



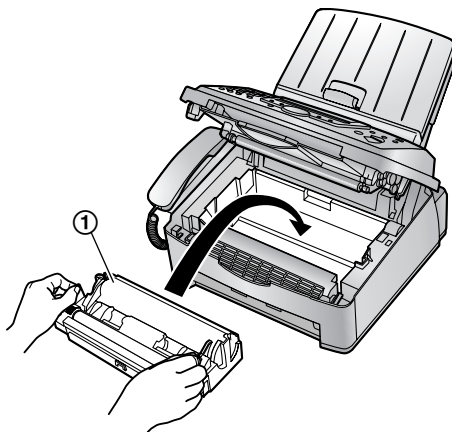
- 10 Make sure that the triangles (1) match, to install the toner cartridge correctly.



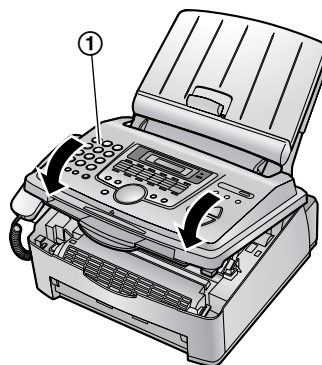
- If the lower glass (2) is dirty, clean it with a soft and dry cloth.



- 11 Install the drum and toner unit (1) by holding the tabs.



- 12 Close the front cover (1) by pushing down on both sides, until locked.



- While the unit displays “PLEASE WAIT”, do not open the front cover, or disconnect the power cord.

Waste disposal method

Waste material should be disposed of under conditions which meet all national and local environmental regulations.

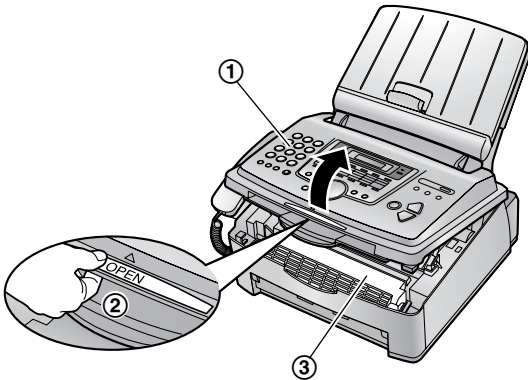
8.5 Recording paper jam

8.5.1 When the recording paper has jammed in the unit

The display will show the following.

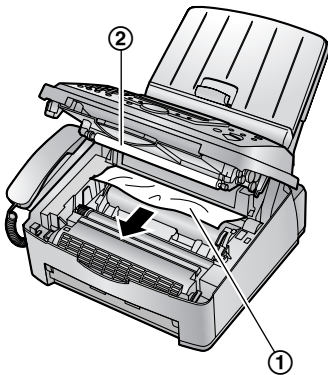
PAPER JAMMED

- 1 Lift open the front cover (①), holding OPEN (②).



Caution:
The fuser unit (③) gets hot. Do not touch it.

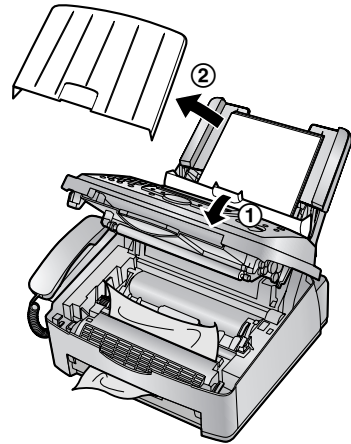
- 2 Remove the jammed paper.
When the recording paper has jammed near the drum and toner unit:
Remove the jammed paper (①) carefully by pulling it toward you.



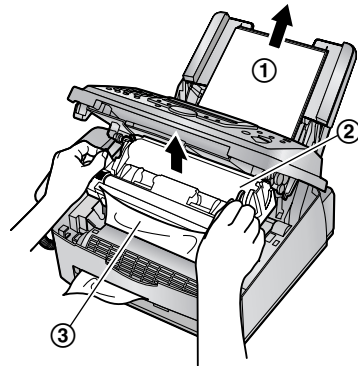
- Do not touch the transfer roller (②).

When the recording paper has jammed near the recording paper exit:

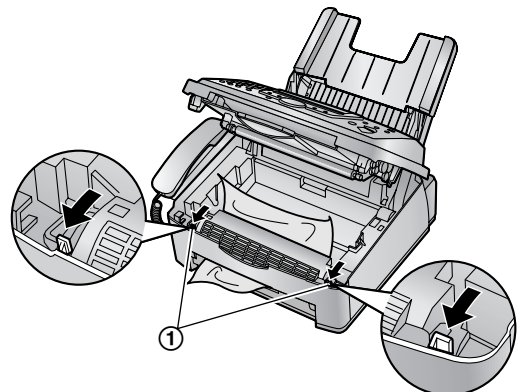
1. Pull the tension plate forward (①), then remove the paper tray cover (②).



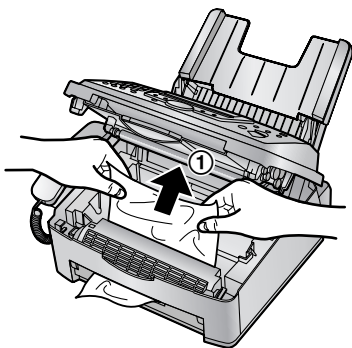
2. Remove the recording paper (①), then remove the drum and toner unit (②) to allow the jammed paper (③) to pull free from the rear cabinet.



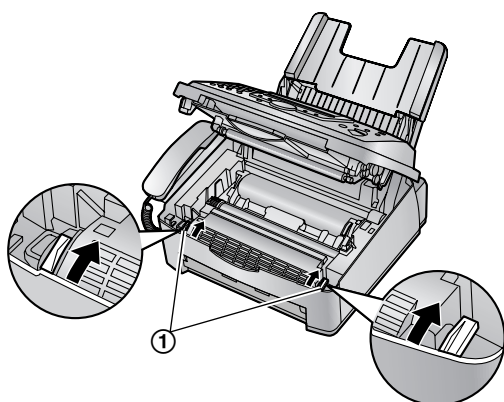
3. Lift both green levers (①) forward until they stop.



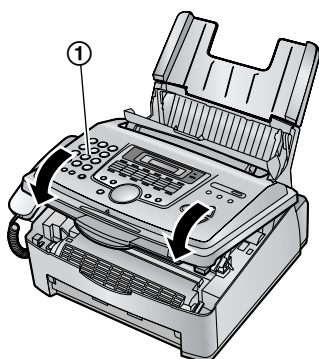
4. Remove the jammed paper (①) from the fuser unit by pulling it upwards carefully, then install the drum and toner unit.



5. Push back the levers (①) to the original position.

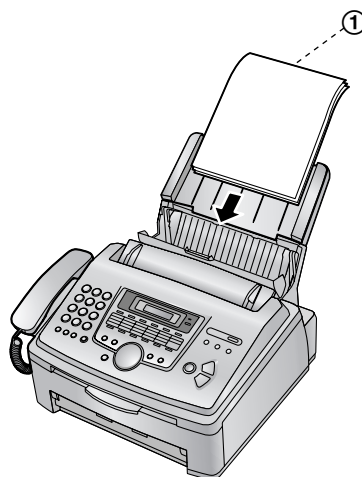


- 3 Close the front cover (①) by pushing down on both sides, until locked.

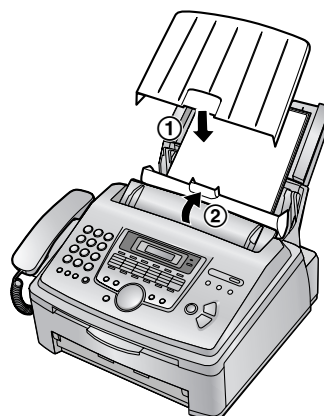


- 4 Re-insert the recording paper (①).

- Before re-inserting, make sure to fan and straighten the recording paper.



- 5 Attach the paper tray cover (①), then push back the tension plate (②).

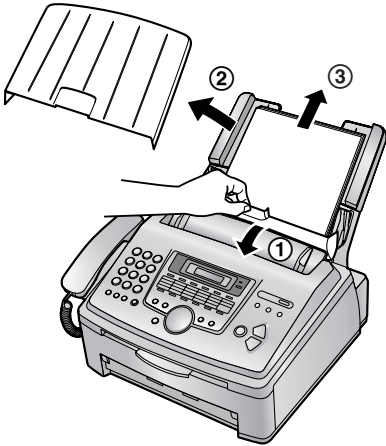


8.5.2 When the recording paper is not fed into the unit properly

The display will show the following.

FAILED PICK UP

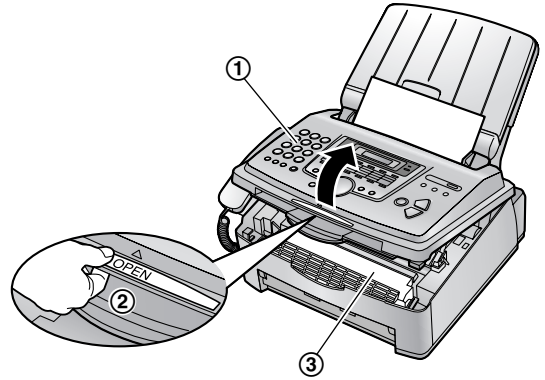
- 1 Pull the tension plate forward (①), then remove the paper tray cover (②). Remove the recording paper (③).



- 2 Re-insert the recording paper. Attach the paper tray cover, then push back the tension plate (see steps 5 to 6 on page 17).
 - Before re-inserting, make sure to fan and straighten the recording paper.

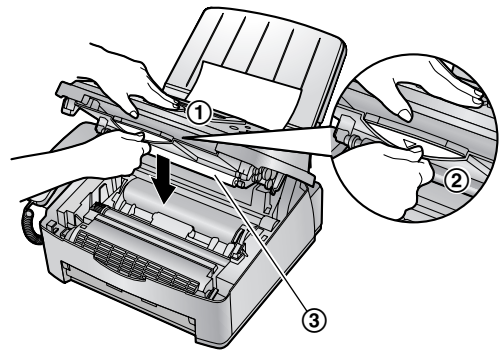
8.6 Document jams - sending

- 1 Lift open the front cover (①), holding OPEN (②).



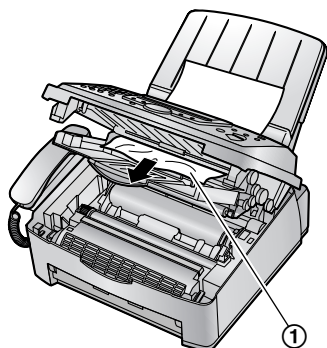
Caution:
The fuser unit (③) gets hot. Do not touch it.

- 2 Hold the center part of the front cover (①), and pull open the inner cover (②).

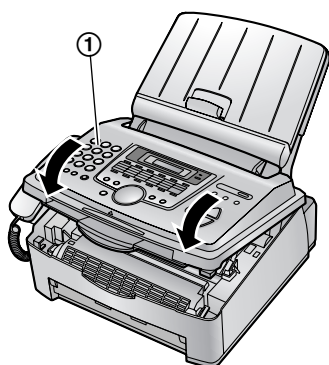


- Do not touch the transfer roller (③).

- 3 Remove the jammed document carefully (1).



- 4 Push back the inner cover.
5 Close the front cover (1) by pushing down on both sides, until locked.



Note:

- Do not pull out the jammed document forcibly before opening the front cover.



8.7 Cleaning the inside of the unit

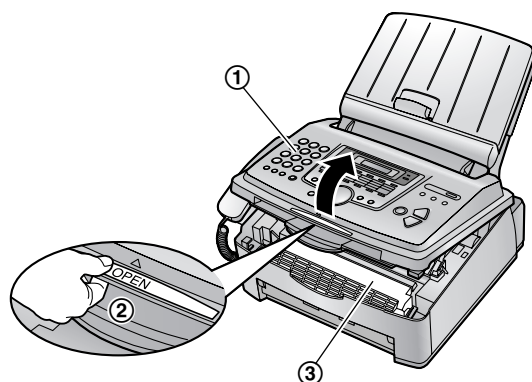
Clean the inside of the unit when:

- Document frequently misfeed.
- Black line, a white line or a dirty pattern appear on the original document when sending or copying.

Caution:

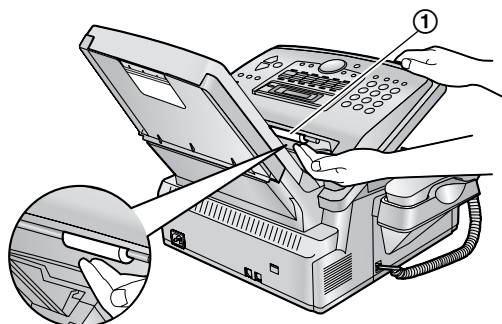
- Be careful when handling the drum and toner unit. See the caution for the drum unit on page 61 for details.
- Do not use paper products, such as paper towels or tissues, to clean the inside of the unit.

- 1 Disconnect the power cord and the telephone line cord.
- 2 Lift open the front cover (1), holding OPEN (2).



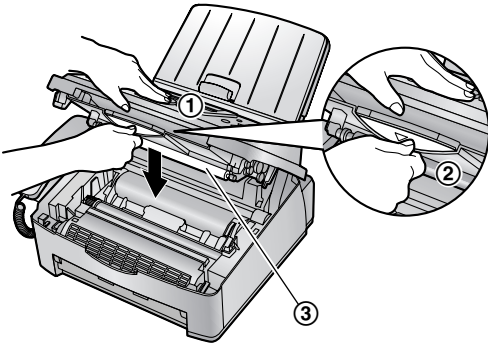
Caution:
The fuser unit (3) gets hot. Do not touch it.

- 3 Clean the document separation roller (1) with a cloth moistened with isopropyl rubbing alcohol, and let all parts dry thoroughly.



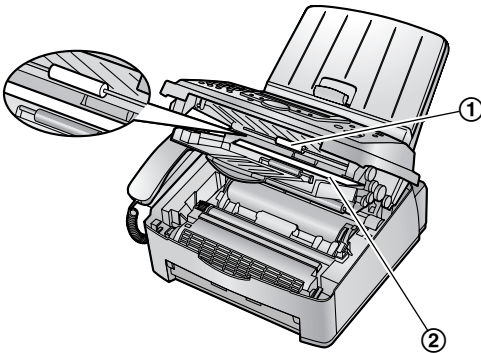
8. Help

- 4 Hold the center part of the front cover (①), and pull open the inner cover (②).



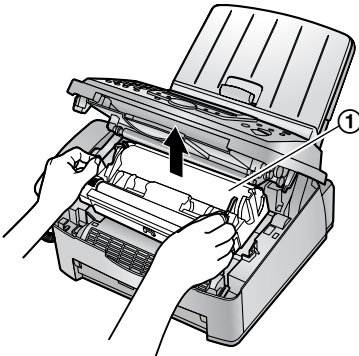
- Do not touch the transfer roller (③).

- 5 Clean the document feeder roller (①) with a cloth moistened with isopropyl rubbing alcohol, and let all parts dry thoroughly. Clean the upper glass (②) with a soft and dry cloth.

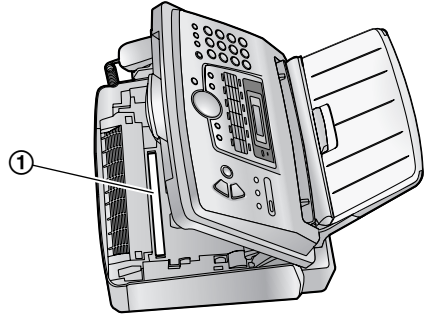


- 6 Push back the inner cover.

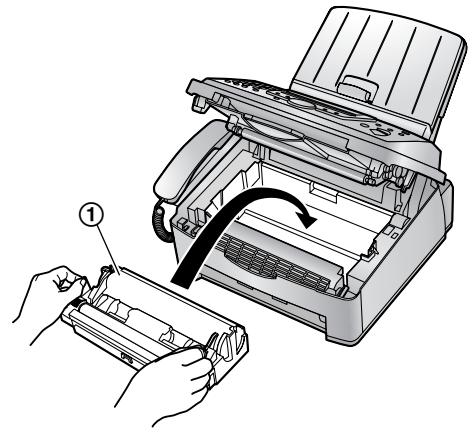
- 7 Remove the drum and toner unit (①) by holding the two tabs.



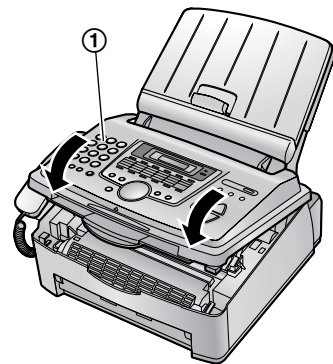
- 8 Clean the lower glass (①) with a soft and dry cloth.



- 9 Reinstall the drum and toner unit (①) by holding the tabs.



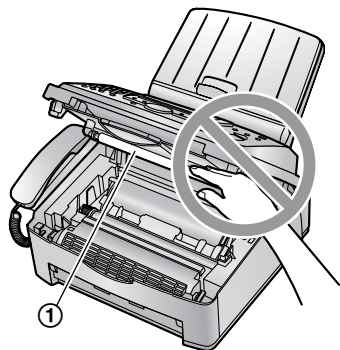
- 10 Close the front cover (①) by pushing down on both sides, until locked.



- 11 Reconnect the power cord and the telephone line cord.

Note:

- Do not touch the transfer roller (①).



9.1 openLCR service for the Caller IQ feature

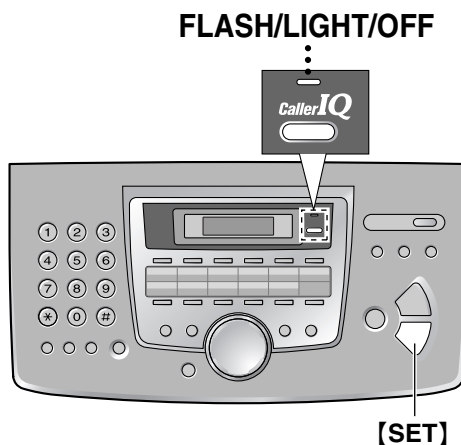
This unit is compatible with service provided by openLCR.

- If you have any questions regarding the openLCR service, visit www.openLCR.com or call openLCR at 1-866-openLCR (1-866-6736527).
- NEITHER PANASONIC COMMUNICATIONS CO., LTD. NOR PANASONIC CORPORATION OF NORTH AMERICA IS IN ANY WAY AFFILIATED WITH, OR RESPONSIBLE FOR THE ACTS OR OMISSIONS OF, OPENLCR.COM, INC. NEITHER PANASONIC COMMUNICATIONS CO., LTD. NOR PANASONIC CORPORATION OF NORTH AMERICA NOR ANY OF THEIR EMPLOYEES OR AFFILIATES OR CUSTOMERS MAKE ANY WARRANTIES OR REPRESENTATIONS, EITHER EXPRESS OR IMPLIED, TO ANY CUSTOMER OR ANY OTHER THIRD PARTY WITH RESPECT TO ANY OF THE SERVICES PROVIDED BY OPENLCR.COM, INC., NOR ASSUME NOR CREATE ANY OTHER OBLIGATION OF ANY KIND ON BEHALF OF OPENLCR.COM, INC.
- The Caller IQ service can only be activated after registering with openLCR at www.openLCR.com. More information regarding the openLCR service is available on the Internet at www.openLCR.com. If you do not wish to use the Caller IQ feature, you can turn it OFF temporarily.

Note:

- Before subscribing to openLCR service, you cannot change the following settings.

9.2 To turn the Caller IQ ON / OFF



- 1 Press [**CALLER IQ**].
- 2 Press [**0**].
- 3 To turn **ON**: Press [**1**].
To turn **OFF**: Press [**3**].
- 4 Press [**SET**].
 - When the Caller IQ feature is turned ON, the CALLER IQ indicator will turn ON.
 - When the Caller IQ feature is turned OFF, the CALLER IQ indicator will turn OFF.

9.3 Updating the rate table (downloading the rate table)

If you register through the openLCR web site or move to another area, you have to download the rate table manually.

- Keep the front cover page open for button locations.
- 1 Press [**CALLER IQ**].
 - 2 Press [**⇄**].
 - 3 Press [**SET**].
 - 4 Follow the voice prompt to start downloading.

During download

- The CALLER IQ indicator will flash and the display will show the following.

DOWNLOADING

- While downloading, you cannot do other operations such as making/answering calls or sending/receiving documents.
- Depending on where you live, the call for downloading may be a long distance call and will take about 1-2 minutes. You will be charged for the cost of the call.
- When the download is completed, the CALLER IQ indicator will stop flashing but will remain lit up and the display will show "DOWNLOAD OK!"
- If "DOWNLOAD ERROR. TRY AGAIN." is displayed, the unit was unable to download from openLCR. Try downloading manually again.

Automatic download

The fax machine will automatically download the latest rate table when:

- the rate table in the fax machine reaches the expiry date; usually between 60-90 days after last update,
- the fax machine is being polled by openLCR service center.

To stop downloading

1. Press **[STOP]**.
2. Press **[SET]**.

9.4 Downloading information

This enables you to view information such as weather, lottery results and stock quotes on the LCD display. Each time you download the data from openLCR, the information will be updated. To view up-to-date information, you will need to download the information to your unit.

If you access the openLCR web site at **www.openLCR.com** and program the system setup and phone book, you will need to download this data to the fax machine.

- Keep the front cover page open for button locations.

- 1 Press **[CALLER IQ]**.
- 2 Press **[#]**.
- 3 Press **[SET]**.

- 4 Follow the voice prompt to start downloading.

9.5 Viewing information

- Keep the front cover page open for button locations.

- 1 Press **[CALLER IQ]**.
- 2 Press **[2]**.
- 3 Press **[SET]**.
 - The items of information which you selected on the web are displayed.

Example:

openLCR.com 1: Weather



2: Stock

- 4 Select the desired information by pressing the desired information number, using the dial keypad.
- 5 Press **[+]** or **[-]** repeatedly to find more information.
- 6 Press **[CALLER IQ]** to stop viewing.

9.6 Printing information

- Keep the front cover page open for button locations.

- 1 Press **[CALLER IQ]**.
- 2 Press **[1]**.
- 3 Press **[SET]** to start printing.

10.1 Reference lists and reports

You can print out the following lists and reports for your reference.

Setup list:

provides you with the current settings of the basic and advanced programming features (page 49 to page 51).

Telephone number list:

provides you with names and numbers which are stored in the one-touch dial feature and navigator directory.

Journal report:

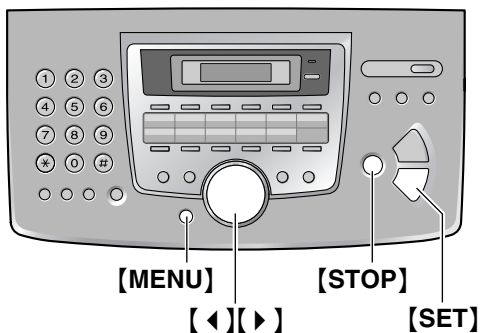
keeps records of fax transmission and reception. This report can be printed automatically after every 30 fax communications (feature #22 on page 50).

Broadcast programming list:

provides you with names and numbers which are stored in the broadcast memory (page 39).

Printer test:

allows you to check the print quality of your unit. If the test print has a dirty pattern, or blurred points or lines, clean the inside of the unit (page 67). If printing quality is still poor, replace the toner cartridge and drum unit.



- 1 Press **[MENU]** repeatedly to display “**PRINT REPORT**”.
- 2 Press **[◀]** or **[▶]** repeatedly to display the desired item.
- 3 Press **[SET]** to start printing.
 - To stop printing, press **[STOP]**.
- 4 Press **[MENU]**.

10.2 Specifications

Applicable lines:

Public Switched Telephone Network

Document size:

Max. 216 mm (8¹/₂") in width, Max. 600 mm (23⁵/₈") in length

Effective scanning width:

208 mm (8³/₁₆")

Effective printing width:

Letter/Legal: 208 mm (8³/₁₆")
A4: 202 mm (7¹⁵/₁₆")

Transmission time*1:

Approx. 8 s/page (ECM-MMR)*2

Scanning density:

Horizontal: 8 pels/mm (203 pels/inch)
Vertical: 3.85 lines/mm (98 lines/inch) – in standard resolution,
7.7 lines/mm (196 lines/inch) – in fine/photo/photo with text resolution,
15.4 lines/mm (392 lines/inch) – in super fine resolution

Photo resolution:

64-level

Scanner type:

Contact Image Sensor

Printer type:

Laser Printer

Data compression system:

Modified Huffman (MH), Modified READ (MR),
Modified Modified READ (MMR)

Modem speed:

14,400 / 12,000 / 9,600 / 7,200 / 4,800 / 2,400
bps; Automatic Fallback

Operating environment:

10 °C – 32.5 °C (50 °F – 90.5 °F), 20 % – 80 %
RH (Relative Humidity)

Dimensions:

Approx. height 370 mm × width 430 mm × depth
480 mm (14⁹/₁₆" × 16¹⁵/₁₆" × 18⁷/₈")

Mass (Weight):

Approx. 9.2 kg (20.2 lb.)

Power consumption:

Standby: Approx. 3 W
Transmission: Approx. 11 W
Reception: Approx. 290 W
Copy: Approx. 290 W
Maximum: Approx. 900 W (When the fuser lamp
turns on)

Power supply:

120 V AC, 60 Hz

Fax memory capacity:

Approx. 120 pages of memory transmission
Approx. 170 pages of memory reception
(Based on the ITU-T No. 1 Test Chart in standard
resolution.)

Laser diode properties:

Laser output: Max. 5 mW
Wave length: 760 nm – 800 nm
Emission duration: Continuous

Print speed:

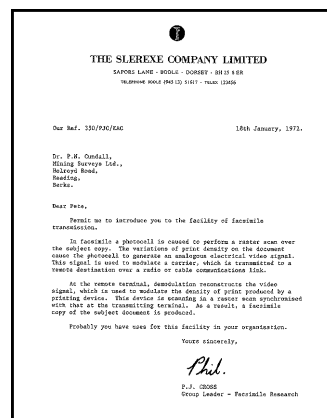
Approx. 14 ppm (pages per minute)

Printing resolution:

600 × 600 dpi

- *1 Transmission speed depends upon the contents of the pages, resolution, telephone line conditions and capability of the other party's machine.
- *2 Transmission speed is based upon the ITU-T No. 1 Test Chart. If the capability of the other party's machine is inferior to your unit, the transmission time may be longer.

ITU-T No.1 Test Chart



10. General Information

Recording paper specifications

Recording paper size:

Letter: 216 mm × 279 mm (8¹/₂" × 11")

Legal: 216mm × 356 mm (8¹/₂" × 14")

A4: 210 mm × 297 mm (8¹/₄" × 11¹¹/₁₆")

Recording paper weight:

60 g/m² to 90 g/m² (16 lb. to 24 lb.)

Note for recording paper:

- Do not use the following types of paper:
 - Paper with a cotton and/or fiber content that is over 20 %, such as letterhead paper or paper used for resumes
 - Extremely smooth or shiny paper, or paper that is highly textured
 - Coated, damaged or wrinkled paper
 - Paper with foreign objects attached, such as tabs or staples
 - Paper which has dust, lint or oil stains
 - Paper that will melt, vaporize, discolor, scorch or emit dangerous fumes near 200 °C (392 °F), such as vellum paper. These materials may transfer onto the fusing roller and cause damage.
- Moist paper
- Inkjet paper
- Some paper only accepts print on one side. Try using the other side of the paper if you are not happy with the print quality or if misfeeding occurs.
- For proper paper feeding and best print quality, we recommend using long-grained paper.
- Do not use paper of different types or thickness at the same time. This may cause a paper jam.
- Avoid double-sided printing.
- Do not use paper printed from this unit for double-sided printing with other copiers or printers. This may cause a paper jam.
- To avoid curling, do not open paper packs until you are ready to use the paper. Store unused paper in the original packaging, in a cool and dry location.

Toner life

Toner life depends on the amount of content in a received, copied or printed document. The following is the approximate relationship between image area and toner life for replacement toner cartridge (Model No. KX-FA83). Toner life varies in actual usage.

5 % image area

Specifications	
Main unit specifications	
1. Applicable Lines:	Public switched telephone network
2. Compatibility:	ITU-TS G3
3. Effective Scanning Width:	Max. 208mm
4. Recording Paper Size:	Letter: 216. 279mm Legal: 216. 356mm
5. Effective Printing Width:	208mm
6. Transmission Times:	Approx. 30sec/page (3 Normal mode, M1) Approx. 17sec/page (3 Original mode, M1) Approx. 15sec/page (3 Original mode, M2)
7. Fax Redial Times:	Up to 95lines
8. Telephone Redial Times:	Up to 195lines
9. Scanning Density:	Horizontal: 8dots/inch Vertical: 3.85lines/mm-Standard mode 7.7lines/mm-Fine or Hi-Fine mode
10. Scanner Type:	Contact Image Sensor

Approx. 2,500 sheets of letter size paper can be printed.

10 % image area

Specifications	
Main unit specifications	
1. Applicable Lines:	Public switched telephone network
2. Compatibility:	ITU-TS G3
3. Effective Scanning Width:	Max. 208mm
4. Recording Paper Size:	Letter: 216. 279mm Legal: 216. 356mm
5. Effective Printing Width:	208mm
6. Transmission Times:	Approx. 30sec/page (3 Normal mode, M1) Approx. 17sec/page (3 Original mode, M1) Approx. 15sec/page (3 Original mode, M2)
7. Fax Redial Times:	Up to 95lines
8. Telephone Redial Times:	Up to 195lines
9. Scanning Density:	Horizontal: 8dots/inch Vertical: 3.85lines/mm-Standard mode 7.7lines/mm-Fine or Hi-Fine mode
10. Scanner Type:	Contact Image Sensor
11. Printer Type:	Electrophotographic LED array printer
12. Data Compression System:	Modified Huffman (MH), Modified READ (MR)
13. Modem Speed:	9600/2400/1200bps, Automatic Fall-back
14. Operating Environment:	10-35 °C 30-85°F
15. Dimension (H x W x D):	371 x 448 x 49mm
16. Mass (Weight):	Approx. 12kg
17. Power Consumption:	Standby: 12-40W Transmission: 17-40W Reception: 12-40W Copy: 24-40W Maximum: 60W
*Transmission Time Transmission times apply to text data using ITU-TS No. 1 test chart, between the same models at maximum speed and may vary in actual usage.	

Approx. 1,200 sheets of letter size paper can be printed.

15 % image area

Specifications	
Main unit specifications	
1. Applicable Lines:	Public switched telephone network
2. Compatibility:	ITU-TS G3
3. Effective Scanning Width:	Max. 208mm
4. Recording Paper Size:	Letter: 216. 279mm Legal: 216. 356mm
5. Effective Printing Width:	208mm
6. Transmission Times:	Approx. 30sec/page (3 Normal mode, M1) Approx. 17sec/page (3 Original mode, M1) Approx. 15sec/page (3 Original mode, M2)
7. Fax Redial Times:	Up to 95lines
8. Telephone Redial Times:	Up to 195lines
9. Scanning Density:	Horizontal: 8dots/inch Vertical: 3.85lines/mm-Standard mode 7.7lines/mm-Fine or Hi-Fine mode
10. Scanner Type:	Contact Image Sensor
11. Printer Type:	Electrophotographic LED array printer
12. Data Compression System:	Modified Huffman (MH), Modified READ (MR)
13. Modem Speed:	9600/2400/1200bps, Automatic Fall-back
14. Operating Environment:	10-35 °C 30-85°F
15. Dimension (H x W x D):	371 x 448 x 49mm
16. Mass (Weight):	Approx. 12kg
17. Power Consumption:	Standby: 12-40W Transmission: 17-40W Reception: 12-40W Copy: 24-40W Maximum: 60W
*Transmission Time Transmission times apply to text data using ITU-TS No. 1 test chart, between the same models at maximum speed and may vary in actual usage.	
Paper specifications	
1. Size (Weight):	16-24lb
2. Thickness:	3.75-5.5mil
3. Moisture Content:	4-6%
4. Acid Content:	100-200ppm (acid)
5. Fiber Content:	5-20% (fibrous)
6. Fusing Compatibility:	Must not absorb, melt, offset, scorch, or release objectionable materials when heated to 300 °C for 0.1 second
7. Curling Dimension:	0.012" (at neutral conditions) 4 inches (in)
8. Curl Conditions:	Cur with sharp blades, no paper dust
9. Ink Content:	Not to exceed 10%
10. Ink Content:	Not to exceed 10%
11. Curl:	Not to impede curl toward side to be copied (reverse)
12. Packing:	Polyethylene return proof frame wrap
NOTE: The specifications are subject to change without notice.	

Approx. 800 sheets of letter size paper can be printed.

Note:

- The image area changes with the depth, thickness and size of the characters.
- If you turn on the toner save feature, the toner cartridge will last approx. 40% longer.

Drum life

The included drum unit or Model No. KX-FA84 can print approx. 10,000 letter-sized sheets at 20 sheets per print job, and approx. 5,000 letter-sized sheets at 1 sheet per print job regardless of the content of the image area. The actual drum life is determined by various factors, such as temperature, humidity and type of paper, etc.

Note:

- Design and specifications are subject to change without notice.
- The pictures and illustrations in these instructions may vary slightly from the actual product.

10.3 FCC and Other Information

This equipment complies with Part 68 of the FCC rules and the requirements adopted by the ACTA. On the rear of this equipment is a label that contains, among other information, a product identifier in the format US:ACJ-----.

If requested, this number must be provided to the telephone company.

- Registration No(found on the rear of the unit)
- Ringer Equivalence No. (REN)
.....(found on the rear of the unit)

A plug and jack used to connect this equipment to the premises wiring and telephone network must comply with the applicable FCC Part 68 rules and requirements adopted by the ACTA. A compliant telephone cord and modular plug is provided with this product. It is designed to be connected to a compatible modular jack that is also compliant.

The REN is used to determine the number of devices that may be connected to a telephone line. Excessive RENs on a telephone line may result in the devices not ringing in response to an incoming call. In most but not all areas, the sum of RENs should not exceed five (5.0). To be certain of the number of devices that may be connected to a line, as determined by the total RENs, contact the local telephone company. For products approved after July 23, 2001, the REN for this product is part of the product identifier that has the format US:AAAEQ##TXXXX. The digits represented by ## are the REN without a decimal point (e.g., 03 is a REN of 0.3).

If this equipment causes harm to the telephone network, the telephone company will notify you in advance that temporary discontinuance of service may be required. But if advance notice isn't practical, the telephone company will notify the customer as soon as possible. Also, you will be advised of your right to file a complaint with the FCC if you believe it is necessary.

The telephone company may make changes in its facilities, equipment, operations or procedures that could affect the operation of the equipment. If this happens the telephone company will provide advance notice in order for you to make necessary modifications to maintain uninterrupted service.

If trouble is experienced with this equipment, for repair or warranty information, please contact a Factory Servicenter or other Authorized Servicer. If the equipment is causing harm to the telephone network, the telephone company may request that you disconnect the equipment until the problem is resolved.

Connection to party line service is subject to state tariffs. Contact the state public utility commission, public service commission or corporation commission for information.

If your home has specially wired alarm equipment connected to the telephone line, ensure the installation of this equipment does not disable your alarm equipment. If you have questions about what will disable alarm equipment, consult your telephone company or a qualified installer.

This equipment is hearing aid compatible as defined by the FCC in 47 CFR Section 68.316.

WHEN PROGRAMMING EMERGENCY NUMBERS AND/OR MAKING TEST CALLS TO EMERGENCY NUMBERS:

- 1) Remain on the line and briefly explain to the dispatcher the reason for the call.
- 2) Perform such activities in the off-peak hours, such as early morning or late evenings.

The software contained in this equipment to allow user access to the network must be upgraded to recognize newly established network area codes and exchange codes as they are placed into service. Failure to upgrade the premises systems or peripheral equipment to recognize the new codes as they are established will restrict the customer and the customer's employees from gaining access to the network and to these codes.

CAUTION:

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

NOTE:

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

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

10.4 Limited Warranty

PANASONIC CONSUMER ELECTRONICS COMPANY,
DIVISION OF PANASONIC CORPORATION OF
NORTH AMERICA
One Panasonic Way, Secaucus, New Jersey 07094

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

Panasonic Facsimile Product Limited Warranty

Limited Warranty Coverage

If your product does not work properly because of a defect in materials or workmanship, Panasonic Consumer Electronics Company or Panasonic Puerto Rico, Inc. (collectively referred to as “the warrantor”) will, for the length of the period indicated on the chart below, which starts with the date of original purchase (“Limited Warranty period”), at its option either (a) repair your product with new or refurbished parts, or (b) replace it with a new or a refurbished product. The decision to repair or replace will be made by the warrantor.

FAX categories	Parts	Labor
Thermal Transfer Facsimile	6 Months	6 Months
Laser Facsimile	1 (one) Year	1 (one) Year

Batteries, antennas, ink film, toner cartridge, drum unit, and ink cartridge (as may be applicable), and cosmetic parts (cabinet) are not warranted under this Limited Warranty.

During the “Labor” Limited Warranty period there will be no charge for labor. During the “Parts” Limited Warranty period, there will be no charge for parts. You must carry-in or mail-in your product during the Limited Warranty period. This Limited Warranty only applies to products purchased and serviced in the United States or Puerto Rico. This Limited Warranty is extended only to the original purchaser and only covers products purchased as new. A purchase receipt or other proof of the original purchase date is required for Limited Warranty service.

Carry-In or Mail-In Service

For Carry-In or Mail-In Service in the United States call 1-800-HELP-FAX (1-800-435-7329)

For assistance in Puerto Rico call Panasonic Puerto Rico, Inc. (787)-750-4300 or fax (787)-768-2910.

Limited Warranty Limits And Exclusions

This Limited Warranty ONLY COVERS failures due to defects in materials or workmanship, and DOES NOT COVER normal wear and tear or cosmetic damage. The Limited Warranty ALSO DOES NOT COVER damages which occurred in shipment, or failures which are caused by products not supplied by the warrantor such as non Panasonic ink film, toner cartridge or drum unit, or failures which result from accidents, misuse, abuse, neglect, mishandling, misapplication, alteration, faulty installation, set-up adjustments, signal reception problems, misadjustment of consumer controls, improper maintenance, power line surge, improper voltage supply, lightning damage, modification, or commercial use (such as in a hotel, office, restaurant, or other business), rental use of the product, service by anyone other than a Factory Servicenter or other Authorized Servicer, or damage that is attributable to acts of God.

THERE ARE NO EXPRESS WARRANTIES EXCEPT AS LISTED UNDER “LIMITED WARRANTY COVERAGE”. THE WARRANTOR IS NOT LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES RESULTING FROM THE USE OF THIS PRODUCT, OR ARISING OUT OF ANY BREACH OF THIS LIMITED WARRANTY. (As examples, this excludes damages for lost time, cost of having someone remove or re-install an installed unit if applicable, or travel to and from the servicer. The items listed are not exclusive, but are for illustration only.) **ALL EXPRESS AND IMPLIED WARRANTIES, INCLUDING THE WARRANTY OF MERCHANTABILITY, ARE LIMITED TO THE PERIOD OF THE LIMITED WARRANTY.**

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

This Limited Warranty gives you specific legal rights and you may also have other rights which vary from state to state. If a problem with this product develops during or after the Limited Warranty period, you may contact your dealer or Servicenter. If the problem is not handled to your satisfaction, then write to the warrantor's Consumer Affairs Department at the addresses listed for the warrantor.

PARTS AND SERVICE WHICH ARE NOT COVERED BY THIS LIMITED WARRANTY ARE YOUR RESPONSIBILITY.

For In Limited Warranty product service

- Call toll-free 1-800-HELP-FAX (1-800-435-7329) for the location of an authorized servicenter.

For out of Limited Warranty technical and troubleshooting support: Panasonic offers two value based, cost effective, solutions:

1. Panasonic Continued Services 900 fee based support: 1-900-FAX-HELP (1-900-329-4357)

This exceptional service is charged directly to your telephone bill at only \$2.49 per minute.

2. Panasonic Premier Service Club (PPSC): 1-800-435-7329

PPSC provides toll free troubleshooting support at only \$7.99 for a one time sampler or \$23.95 for a one year or 5 call membership. These services are billed directly to your major credit card.

When you ship the product

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

Both of these comprehensive programs provide real time, live agent support for customers who are not eligible for coverage under the limited warranty.

Terms and prices are subject to change without notice.

10.5 Customer Services directory

Customer Services Directory

Obtain Product Information and Operating Assistance; locate your nearest Dealer or Servicenter; purchase Parts and Accessories; or make Customer Service and Literature requests by visiting our Web Site at:

<http://www.panasonic.com/consumersupport>

or E-mail us via:

consumer_fax@us.panasonic.com

Contact:

For in Limited Warranty programming and Troubleshooting Support:

Fax Advantage assistance and Service Location finder: 1-800-HELP-FAX (435-7329)

For out of Limited Warranty technical and troubleshooting support:

Panasonic offers two value based, cost effective, solutions:

1. Panasonic Continued Services 900 fee based support: 1 900 FAX HELP (1 900 329 4357)

This exceptional service is charged directly to your telephone bill at only \$2.49 per minute.

2. Panasonic Premier Service Club (PPSC): 1 800 435 7329

PPSC provides toll free troubleshooting support at only \$7.99 for a one time sampler or \$23.95 for a one year or 5 call membership. These services are billed directly to your major credit card.

Both of these comprehensive programs provide real time, live agent support for customers who are not eligible for coverage under the limited warranty. Terms and prices are subject to change without notice.

For hearing or speech impaired TTY users, TTY: 1-866-741-6422

Accessory Purchases

Purchase Parts, Accessories and Instruction Books online for all Panasonic Products by visiting our Web Site at:

<http://www.pasc.panasonic.com>

or, send your request by E-mail to:

npcparts@us.panasonic.com

You may also contact us directly at:

1-800-332-5368 (Phone) 1-800-237-9080 (Fax Only) (Monday - Friday 9 am to 8 pm, EST.)

Panasonic Services Company

20421 84th Avenue South, Kent, WA 98032

(We Accept Visa, MasterCard, Discover Card, American Express, and Personal Checks)

For hearing or speech impaired TTY users, TTY: 1-866-605-1277

Service in Puerto Rico

Panasonic Puerto Rico, Inc.

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

Phone (787) 750-4300 Fax (787) 768-2910

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Panasonic
KX-FL611
Proof of Purchase

Panasonic FAX ADVANTAGE PROGRAM

*Free peace of mind,
direct from Panasonic*

NO EXTRA COST



- **1-year limited warranty¹: parts, labor, and toll-free help line²**
- **Free overnight replacement³ and repair program**

The Panasonic Fax Advantage Consumer Service Program.

Panasonic knows that if your fax machine is not up and running, neither is your business. That's why we created the Panasonic Fax Advantage Program. Included at no extra cost with the purchase of a new and unused Panasonic Fax Machine, the Fax Advantage Program can provide a free replacement unit³ overnight if your original unit is in need of repair.

Here's how it works:

1. If you have a problem with your fax that you purchased new and unused while it is covered by the period of limited warranty¹, call our toll-free help-line at 1-800-HELP-FAX².
2. Talk to one of our technical experts to diagnose your problem over the phone.
3. If repairs are necessary and you are entitled to service under the terms and conditions of the limited warranty⁴, we will send a refurbished replacement unit to you by overnight service delivery.

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

Instructions:

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

If our 1-800-HELP-FAX technicians determine that your unit may be an "out-of-box failure"⁵, we will attempt to provide you with a factory-new replacement unit⁶. You must ship a copy of your receipt with your original unit to verify that you purchased the unit within 10 days prior to your 1-800-HELP-FAX call.

Requirements:

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

1. See dealer for limited warranty details.
2. After the fax advantage program, contact our Continued Services Technical Support Line at 1-900-FAX-HELP (1-900-329-4357), for fee based technical support.
3. Replacement unit is refurbished.
4. Replacement program is only available in the 50 United States and is subject to termination at any time without advance notice.
5. "Out-of-box failure" is an inoperable unit that was purchased no more than 10 days prior to your 1-800-HELP-FAX call, and would otherwise qualify for warranty service under the terms and conditions of the limited warranty.
6. Panasonic reserves the right to send a refurbished unit.

**Panasonic Consumer Electronics Company,
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