Note:

It is required by law, in some countries, that sender information, name and telephone number, be programmed in the machine before faxing.

Please refer to Entering Local Terminal Information pamphlet for detailed instruction.

Fig. 1
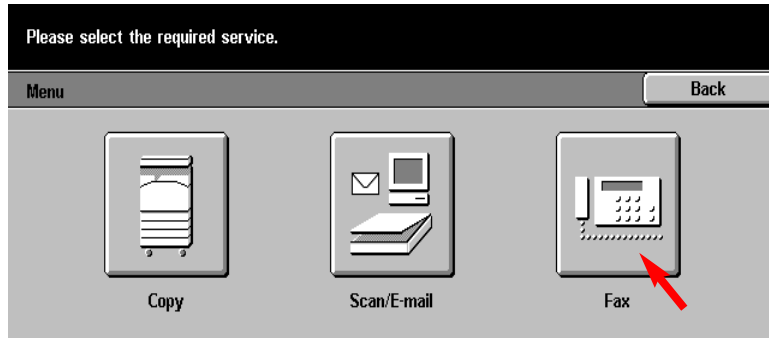Place the document(s) on the Document Feeder or Document Glass.

Fig. 2
Select **Menu**.
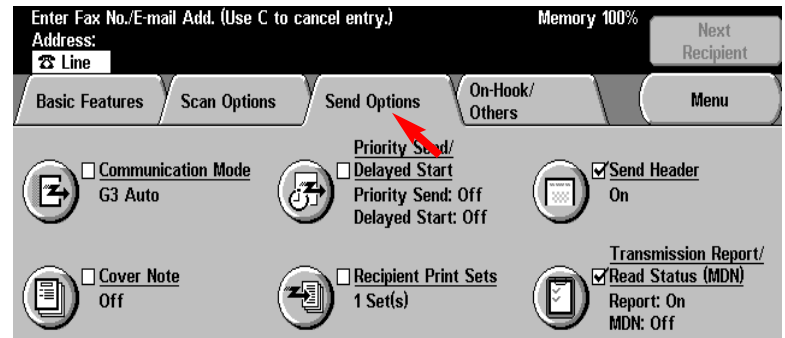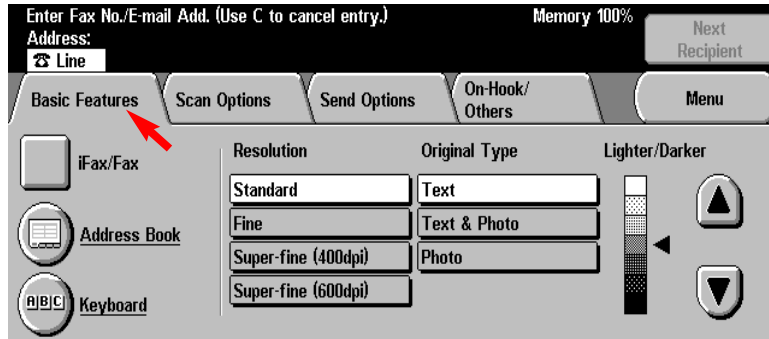
Fig. 3
Select **Fax**.

Fig. 4
On the **Basic Features** screen, make all appropriate selections.

Fig. 5
Press **Scan Options**, and make all appropriate selections.

Fig. 6
Press **Send Options**, and make all desired selections.

Fig. 7
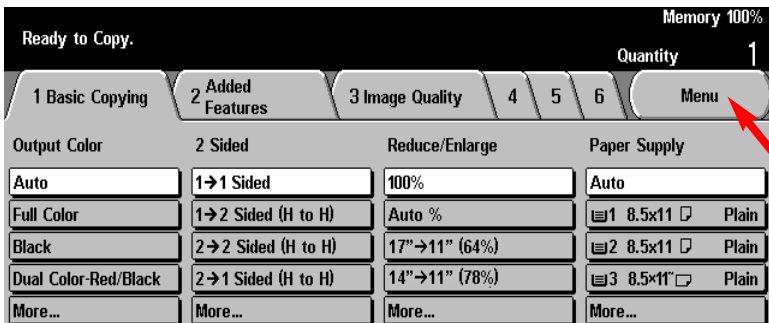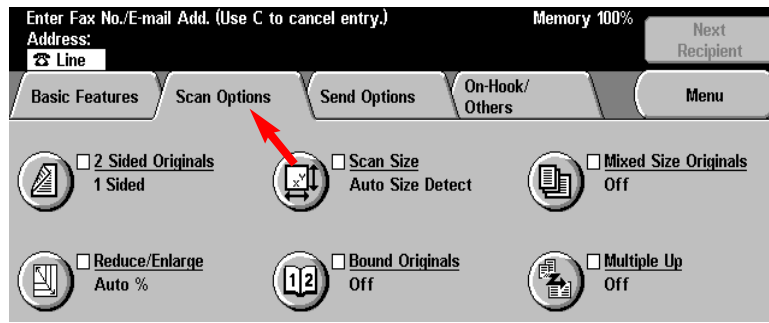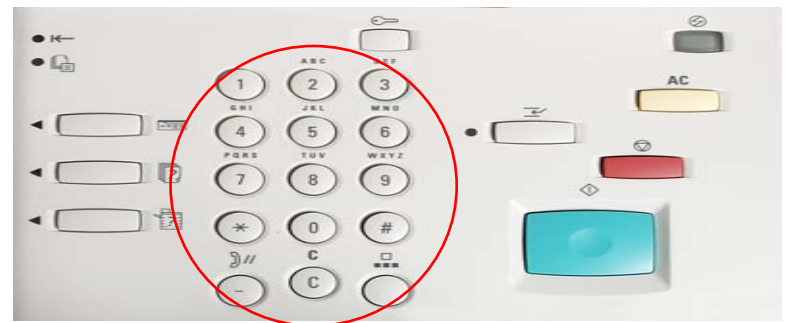Press **On-Hook/Others**, and make all appropriate selections.

Fig. 8
Using the numeric keypad, enter the telephone number of the remote fax machine.
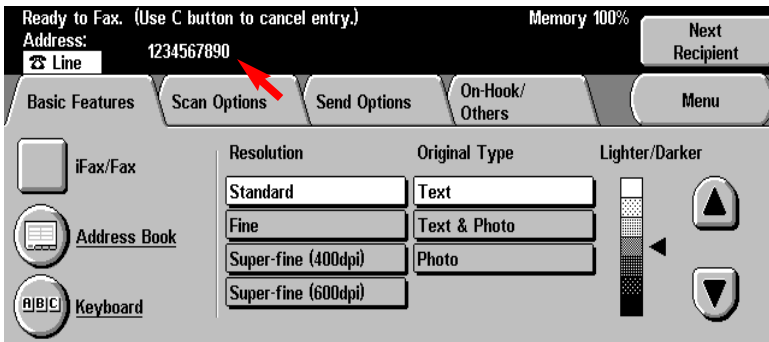
Fig. 9
The telephone number to be dialed will be shown on the screen.
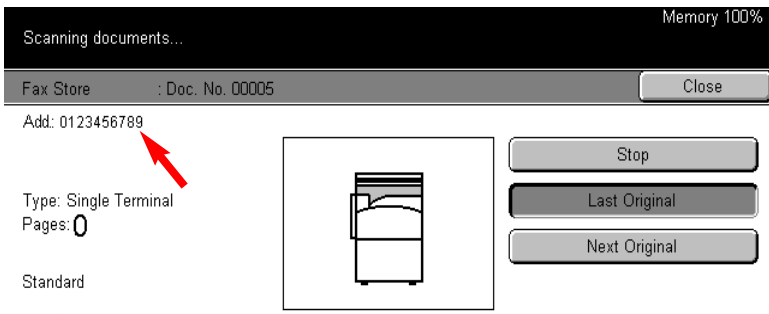

Fig. 10
Press **Start**.

Fig. 11
Scanning documents screen will be displayed as seen in Fig. 11 as the fax is transmitted.

Quick Start Guide

Standalone Faxing

THE DOCUMENT COMPANY

XEROX®

The Telephone Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electronic device, including FAX machines, to send any message unless such message clearly contains in a margin at the top or bottom of each transmitted page or on the first page of the transmission, the date and time it is sent and an identification of the business or other entity, or other individual sending the message and the telephone number of the sending machine or such business, other entity, or individual.To enter the telephone number identifying the machine and the header text information (business name) please refer to "Entering Local Terminal Information" pamphlet Part 2 of 2. To enter date and time please refer to "Entering Local Terminal Information" pamphlet Part 1 of 2.

WorkCentre M24