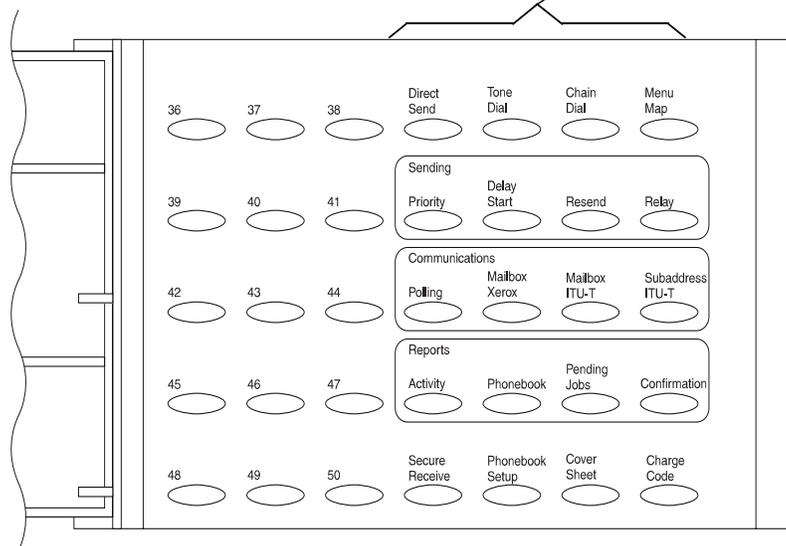


Item	Description	Function
24	Numeric Keypad	Used for numeric, alphabetical or special character input for direct dialing, directory dialing, and menu item input.
25		<b>Down</b> navigation key used for scrolling down a menu list.
26		<b>Left</b> or Back navigation key used for going back to a previous menu list. Also used for positioning the cursor for character delete or insert when you enter names.

### Direct Access Function Keys

The following table lists the Document WorkCentre's Direct Access Function Keys which are located under the Access Cover. The Direct Access Function Keys automate 20 of the most frequently used WorkCentre features.

Direct Access Function Keys



060

## Introduction

Refer to the Table of Contents to locate specific function information.

Description	Function
<b>Direct Send</b> 	Transmits the document directly from the scanner instead of scanning it into memory first.
<b>Tone Dial</b> 	Option to temporarily switch from pulse to tone dial (DTMF).
<b>Chain Dial</b> 	Allows entries of manual, One Touch, and Speed Dial numbers to be chained together for sequential dialing operations.
<b>Menu Map</b> 	Prints out a menu listing with the menu address numbers.
<b>Priority</b> 	Used to send the current job prior to any jobs reserved in memory.
<b>Delay Start</b> 	Allows a job to begin at a later time (up to one month).
<b>Resend</b> 	Used to resend a job that exceeded the redialing count and has not been deleted.
<b>Relay</b> 	Used to relay send to a programmed relay group or a manual group.
<b>Polling</b> 	Displays the menu to set the poll, scan to be polled, or continuous polling operations.
<b>Mailbox Xerox</b> 	Displays the menu to set up or modify the Xerox Mailbox functions for communication with other Xerox WorkCentre machines.

Description	Function
<p><b>Mailbox</b> <i>ITU-T</i></p> 	<p>Displays the menu to set up or modify the ITU-T mailbox functions for communication to any compatible machine using ITU-T standards for mailboxing.</p>
<p><b>Subaddress</b> <i>ITU-T</i></p> 	<p>Used to transmit to or poll a document from the specified Sub address on a local area network.</p>
<p><b>Activity</b></p> 	<p>Prints a list of Transmission Communications, Receive Communications, or both.</p>
<p><b>Phonebook</b></p> 	<p>Prints a list of telephone/facsimile numbers stored in memory. Available reports include Speed Dialing, One Touch, Group Dialing, and Relay Group Dialing numbers.</p>
<p><b>Pending Jobs</b></p> 	<p>Prints the list of Pending Transmission/Received, To be polled, Resend stored fax, and Continuous poll setup jobs.</p>
<p><b>Confirmation</b></p> 	<p>Sets the Confirmation report options for the current job being Faxed, Polled, or Broadcast.</p>
<p><b>Secure Receive</b></p> 	<p>Enables or disables the secure receive function if the main menu secure receive option is On.</p>
<p><b>Phonebook Setup</b></p> 	<p>Used to program Speed Dialing numbers, One Touch Keys, Group Dialing Numbers, and Relay Group Dialing Numbers.</p>
<p><b>Cover Sheet</b></p> 	<p>Enables or disables the cover sheet option if the main menu cover sheet option is On. If On is selected, the To: and From: input is required.</p>
<p><b>Charge Code</b></p> 	<p>Allows entry of a Charge Code at the time of dialing or during phonebook programming. Digits entered after this selection are concealed.</p>