

## Reports

### Phonebook Reports

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Individual phonebook reports can be printed for Speed Dial, One Touch, Group and Relay numbers stored in the WorkCentre. You can also print all four of the Phonebook Reports in a single operation.

**Note:** *Refer to the individual report printing procedures for the report contents tables.*

To print all four Phonebook Reports:

1. Open the Access Cover and press:

Phonebook



1. Print all reports
2. Speed dials
3. Groups
4. One touch keys
5. Relay

The Phonebook Report prints, then the machine returns to the Standby Mode.