

Programming the Machine

Group nbr (1-1999):

- Using the Numeric Keypad, enter the group number you want to use to send the document, then press **Enter**.

The machine dials each number in the group and sends the document.

Deleting or Modifying a Group Number

- Open the Access Cover and press:

Phonebook
Setup



Enter group number
or
[<] Back to previous
[Enter] to complete

- Using the Numeric Keypad, enter the number of the Group you want to delete or modify, then press **Enter**.

Enter Group number:
1. Delete
2. Modify
3. Retain

- Select the Change option:

To delete this group, press **1**.

To modify this group, press **2**. (Refer to "Presetting Group Numbers" if necessary.)

To exit without changing this group, press **3**.

- The Enter Group Number screen redisplay. Press **Stop** to return to the Standby Mode.

Filling out the One Touch Label

As you assign phone numbers to the One Touch keys, use a pencil to fill in the location name on the One Touch Label.

One Touch Label

01	02	03	04	05	06	07
08	09	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	32	33	34	35

Insert Delete

061