

Getting Started

To select the Scan Contrast:

Press the **Contrast** key until the required contrast mode is indicated by the Contrast LED

Note: *When the Contrast LED is not illuminated, the Contrast setting is Normal.*

Quick Start

To Receive

The default answer mode is Auto answer. When the remote party calls to send you a document, your WorkCentre automatically receives and prints the document.

To Send

1. Load a document face down in the Document Tray.
2. Using the Numeric Keypad, enter the telephone number of the remote fax.
3. Press **Start**.

To Copy

1. Load a document face down in the Document Tray.
2. Press **Copy**.
3. Enter the number of copies.
4. Press **Start**.