



For the U. S. A. only

WARNING FCC Notice: Part 15

This terminal has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, and can radiate radio frequency energy and, if not installed and used in accordance with this guide, may cause harmful interference to radio communications. Operation of this terminal in a residential area is likely to cause harmful interferences in which case the user will be required to correct the interference at his/her own expense.

WARNING FCC Notice: Part 68

This equipment complies with Part 68 of the FCC Rules. On the rear of this equipment is a label that contains, among other information, the FCC Registration Number and ringer equivalance number (REN) for this equipment. If requested, this information must be provided to the telephone company.

The REN is used to determine the quantity of devices that may be connected to the telephone line. Excessive REN's on the telephone line may result in the devices not ringing in response to an incoming call. In most, but not all areas, the sum of the REN's should not exceed five (5.0). To be certain of the number of devices that may be connected to the line, as determined by the total REN's, contact the telephone company to determine the maximum REN for the calling area.

If your facsimile machine causes harm to the telephone network, the telephone company will notify you in advance that temporary discontinuance of service may be required. But if advance notice is not practical, you will be notified as soon as possible, also, you will be advised of your right to file a complaint with the FCC if you believe it is necessary.

The telephone company may make changes in its facilities, equipment, operations, or procedures that could affect the operation of the equipment. If this happens, the telephone company will provide advance notice in order for you to make the necessary modifications in order to maintain uninterrupted service.

If you experience trouble with this facsimile machine, please contact for repair/warranty information. If the trouble is causing harm to the telephone network, the telephone company may request you remove the equipment from the network, until the problem is resolved.

The equipment may not used on coin service provided by the telephone network, connection to Party Line Service is subject to state tariffs. (Contact the state public utility commission, or corporation commission for information.)

This device is equipped with a USOC RJ11C connector.

THE TELEPHONE CONSUMER PROTECTION ACT: The Telephone Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electronic device to send any message via a telephone fax machine unless such a 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.

In order to program this information into your fax machine, you should complete the setup procedures listed for station ID number and name on pages 5-12 to 5-14 in this manual.

This equipment is hearing aid compatible.

The telecommunication line cable of minimum No.26 AWG wire must be used.

TOSHIBA AMERICA BUSINESS SOLUTIONS, INC.

Electronic Imaging Division
2 Musick, Irvine, CA 92618-1631



For Canada only

NOTICE: The Industry Canada label identifies certified equipment. This certification means that the equipment meets telecommunications network protective, operational and safety requirements as prescribed in the appropriate Terminal Equipment Technical Requirements document(s). The Department does not guarantee the equipment will operate to the user's satisfaction.

Before installing this equipment, users should ensure that it is permissible to connect a facsimile to the facilities of their local telecommunications company. The equipment must also be installed using an acceptable method of connection. The customer should be aware that compliance with the above conditions may not prevent degradation of service in some situations.

Repairs to certified equipment should be coordinated by a representative designated by the supplier. Any repairs or alterations made by the user to this equipment, or equipment malfunctions, may give the telecommunications company cause to request the user to disconnect the equipment.

Users should ensure for their own protection that the electrical ground connections of the power utility, telephone lines and internal metallic water pipe system, if present, are connected together. This precaution may be particularly important in rural areas.

CAUTION: Users should not attempt to make such connections themselves, but should contact the appropriate electric inspection authority, or electrician, as appropriate.

The Ringer Equivalence Number of your facsimile is 0.3

NOTICE: The Ringer Equivalence Number (REN) assigned to each terminal device provides an indication of the maximum number of terminals allowed to be connected to a telephone interface. The termination on an interface may consist of any combination of devices subject only to the requirement that the sum of the Ringer Equivalence Numbers of all the devices does not exceed 5.

The telecommunication line cable of minimum No.26 AWG wire must be used.

AVIS: L'étiquette d'Industrie Canada identifie le matériel homologué. Cette étiquette certifie que le matériel est conforme aux normes de protection, d'exploitation et de sécurité des réseaux de télécommunications, comme le prescrivent les documents concernant les exigences techniques relatives au matériel terminal. Le Ministère n'assure toutefois pas que le matériel fonctionnera à la satisfaction de l'utilisateur.

Avant d'installer ce matériel, l'utilisateur doit s'assurer qu'il est permis de le raccorder aux installations de l'entreprise locale de télécommunication. Le matériel doit également être installé en suivant une méthode acceptée de raccordement. L'abonné ne doit pas oublier qu'il est possible que la conformité aux conditions énoncées ci-dessus n'empêche pas la dégradation du service dans certaines situations.

Les réparations de matériel homologué doivent être coordonnées par un représentant désigné par le fournisseur. L'entreprise de télécommunications peut demander à l'utilisateur de débrancher un appareil à la suite de réparations ou de modifications effectuées par l'utilisateur ou à cause de mauvais fonctionnement.

Pour sa propre protection, l'utilisateur doit s'assurer que tous les fils de mise à la terre de la source d'énergie électrique, des lignes téléphoniques et des canalisations d'eau métalliques, s'il y en a, sont raccordés ensemble. Cette précaution est particulièrement importante dans les régions rurales.

Avertissement: L'utilisateur ne doit pas tenter de faire ces raccordements lui-même; il doit avoir recours à un service d'inspection des installations électriques, ou à un électricien, selon le cas.



L'indice d'équivalence de la sonnerie de ce matériel 0.3

AVIS: L'indice d'équivalence de la sonnerie (IES) assigné à chaque dispositif terminal indique le nombre maximal de terminaux qui peuvent être raccordés à une interface. La terminaison d'une interface téléphonique peut consister en une combinaison de quelques dispositifs, à la seule condition que la somme d'indices d'équivalence de la sonnerie de tous les dispositifs n'excède pas 5.

TOSHIBA OF CANADA LIMITED

Office Product Group
191 McNABB STREET
MARKHAM, ONTARIO L3R 8H2

For NEW ZEALAND only

"The grant of a Telepermit for any item of terminal equipment indicates only that Telecom has accepted that the item complies with minimum conditions for connection to the network. It indicates no endorsement of the product by Telecom, nor does it provide any sort of warranty. Above all, it provides no assurance that any item will work correctly in all respects with another item of Telepermitted equipment of a different make or model, nor does it imply that any is compatible with all of Telecom's network services."

"This equipment is not capable, under all operating conditions, of correct operation at the higher speeds for which it is designed. Telecom will accept no responsibility should difficulties arise in such circumstances."

"This equipment should not be used under any circumstances which may constitute a nuisance to other Telecom customers."

"Not all telephones will respond to incoming ringing when connected to the extension socket."

"The decadic (or pulse) dialling on this device is unsuitable for use on the telecom network in New Zealand."

"This device does not support Faxability."

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PREFACE

Thank you for purchasing the Toshiba Digital Copier e-STUDIO45/35. This Operator's Manual describes the following:

- how to use the FAX functions
- how to carry out FAX communication
- how to inspect and carry out maintenance on the FAX unit
- how to remedy FAX communication problems

The meanings of these signal words are as follows. Before using the digital copier, thoroughly read and understand this Operator's Manual. To ensure that the FAX functions are used in optimum working order, keep this Operator's Manual in a handy place for future reference.

Accessories Provided for FAX Function

- Modular cord 1 (not available for European version)
- Operator's Manual for Facsimile Function 1

• When the digital copier is used as a copier and a printer, be sure to read the Operator's Manuals for Copying Functions and for Printing Functions.

■ To ensure correct and safe use of the Toshiba Digital Copier e-STUDIO45/35, this Operator's Manual describes safety precautions according to the following three levels of warning:

Before reading this Operator's Manual, you should fully understand the meaning and importance of these signal words.

Warning Indicates a potentially hazardous situation which, if not avoided, could result in death, serious injury, or serious damage, or fire in the equipment or surrounding assets.

Caution Indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injury, partial damage of the equipment or surrounding assets, or loss of data.

Note Indicates a procedure you should follow to ensure the optimal performance of the digital copier and problem-free copying.

Tip Describes handy information useful to know when operating the digital copier.

Advice Describes an operation you should follow to maintain the digital copier in good working order.

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TOSHIBA TEC COPORATION



Features of the e-STUDIO45/35 FAX

- Super G3 High-speed Communications
High-speed communication is available in the super G3 mode.
* Super G3 FAX is the name of the FAX that has a modem compatible to ITU-T V.34 which is the new high-speed modem standard.
- JBIG ENCODING SYSTEMS
JBIG encoding system compatible to ITU-T T.85 is loaded.
- Open Mailbox
F code communications (confidential, bulletin board, relay mail) compatible
- Plain Paper Recording
Plain paper is used as the FAX output paper. This means that FAXes output from the digital copier can be stored for a long time as business documents. You can also write and sign on them.
- 400 Destinations Telephone Directory
Numbers from 001 to 400 can be used.
- Dual Access
You can use the memory to carry out the following:
 - ① Reserved memory transmission during another memory transmission
 - ② Reserved memory transmission during reception
 - ③ Copying during memory transmission
 - ④ Memory reception during copying
 - ⑤ Memory reception during printing of received data
 - ⑥ Memory reception during printing of lists
 - ⑦ Memory transmission during printing of reports
- High-resolution (U-FINE) Mode
Detailed technical drawings, fine text and photographs can be sent clearly at a resolution of 8 lines/mm x 15.4 lines/mm.
- Multi-address Transmission
You can send the same original to up to 1000 remote FAXes in a single operation by direct dialing, or by specifying remote FAXes using the phone book or groups.
- Sleep Mode
Pressing the power key, the weekly timer and automatic shutoff makes the copier in the sleep mode (control panel OFF, controller of the scanner and printer OFF, heater OFF, FAX board OFF).
- A3 Transmission and Recording
You can send Ledger/A3-size originals such as technical drawings at their original size.
Ledger/A3-size originals received on the FAX and also be output at their original size.
- Duplex Transmission
You can scan two-sided originals on the reversing automatic document feeder and send them in page order.
- Two-sided Printing
You can print received originals on both sides of the paper, which reduces paper wastage.
- 2 Lines Communication
2-line communications such as simultaneous transmission and reception become available by installing the optional 2nd line board.
- Program Communication
Setting the combinations of frequently used functions and destinations in up to 24 programs beforehand allows you to send FAXes in a one-touch operation.



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GENERAL PRECAUTIONS

When a Power Failure Occurs

In the event of a power failure, neither facsimile functions nor telephone functions of the unit are available. To avoid FAX and/or copier failure, please pay attention to the following items.

■ **Be sure to leave the power switch ON unless you suspend the facsimile function.**

- If you turn OFF the power switch or when the power has failed:
 - FAX is not available.
 - The stored originals in the memory might be deleted completely.
 - Memorized contents such as time and phone and address book will not be deleted.
 - Remote FAX and time specified for delayed communication or polling reception might be deleted.

If the memorized original data are deleted due to power failure, turn ON the power switch. A power failure list will be printed out.





1. DESCRIPTION OF THE DIGITAL COPIER

1

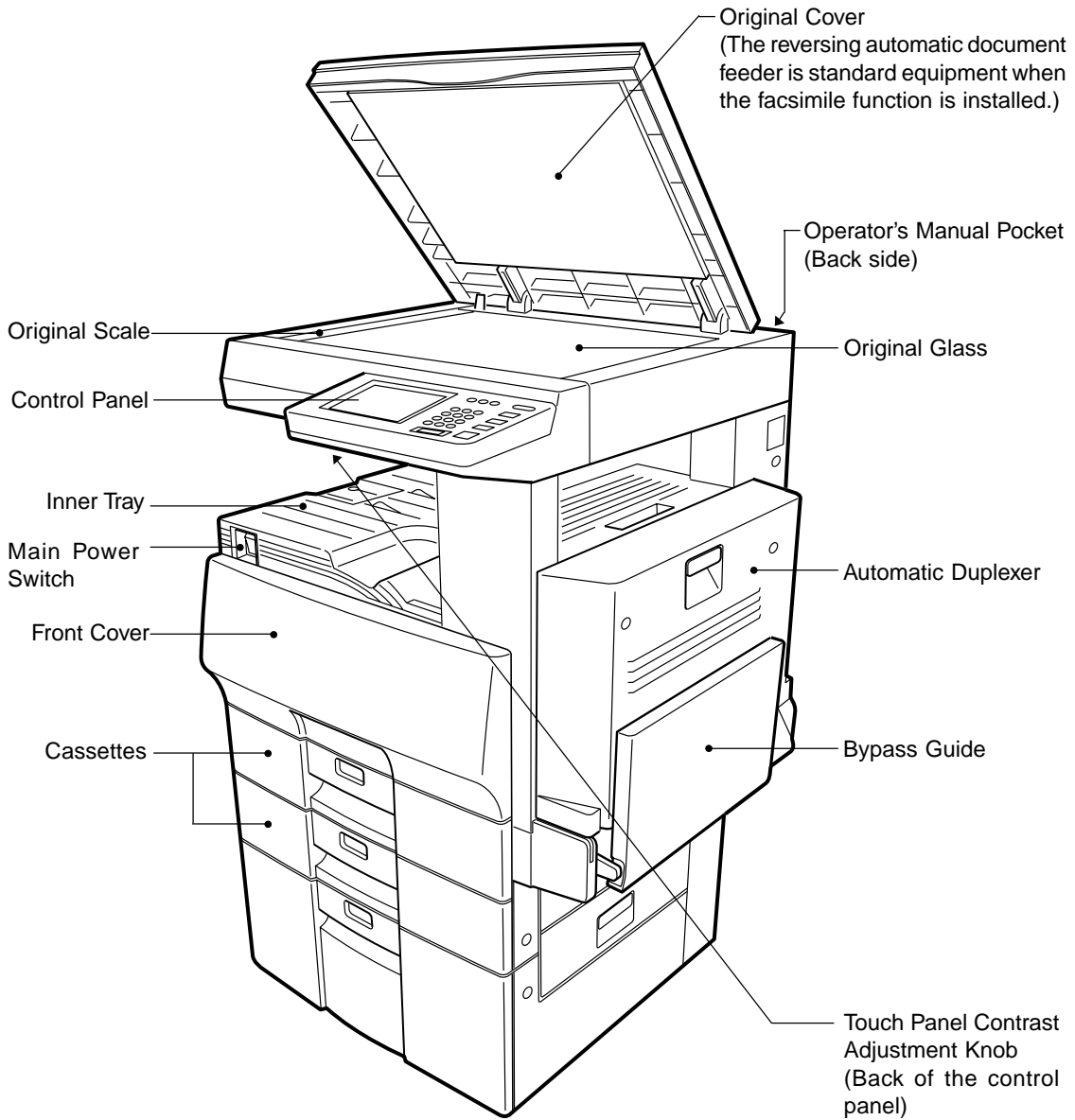
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1. DESCRIPTION OF THE DIGITAL COPIER AND THE OPTIONAL EQUIPMENT

Main Components

1



1-2

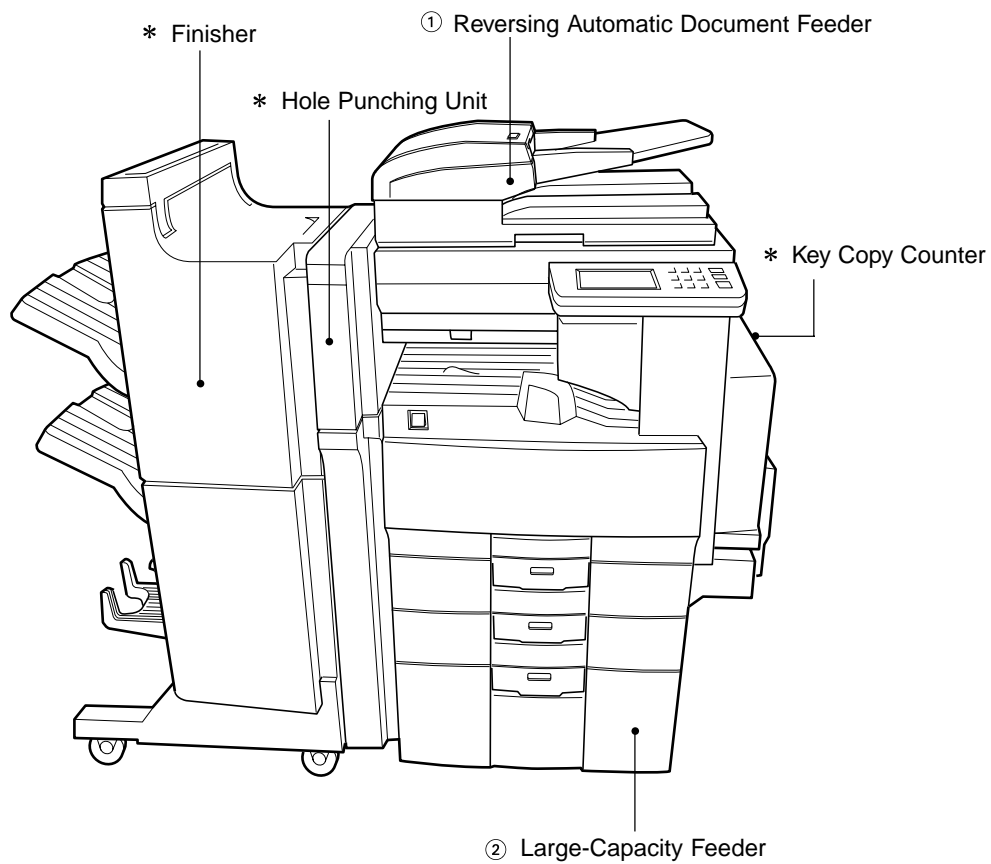
DESCRIPTION OF THE DIGITAL COPIER



Optional Equipment

1

- ① **Reversing automatic document feeder**
(standard equipment when the facsimile function is installed)
Automatically feeds from a placed stack of originals one by one to have them transmitted.
- ② **Large-capacity feeder**
Feeds up to 2500 sheets of LT/A4-sized paper (recommended by Toshiba) continuously.
* A paper feed pedestal can be also installed instead. Consult your service technician for detail.
- * **Finisher / Hole punching unit / Key copy counter**
This optional equipment cannot be used for the facsimile function.



● **When the optional finisher is attached:**





Even when the finisher is attached, the received documents are output to the inner tray, which allows you to output copies and received FAX data to separate trays.

1-3

1. DESCRIPTION OF THE DIGITAL COPIER AND THE OPTIONAL EQUIPMENT (Cont.)

Control Panel

1

- ① **Touch panel**
Displays the copier conditions, operating procedures, and various instructions and information to the user in text and graphics.
- ②  **PRINTER/NETWORK key**
If you have an optional printer installed, press this key to access the printer function.
- ③ **DATA LED/ERROR LED**
DATA LED lights when the copier received the data. ERROR LED lights when communication error occurs.
- ④  **COPY key**
Press this key to select the copy function.
- ⑤  **FAX key**
Press this key to select the fax function.
- ⑥ **MEMORY RX LED**
This LED lights when memory contains a received original standing by to be printed.
- ⑦ **MAIN POWER LED**
This LED shows the AC power supply status. When the copier is ready to be used or in the energy saving mode, it is green. It becomes red in the sleep mode.
- ⑧  **POWER key**
When you are not going to use the copier (including facsimile functions) for a while, press this key for two seconds; all indicator lamps except the MAIN POWER LED and the touch panel are turned off and unnecessary electricity is cut off in the shutoff mode. To resume using the FAX, press the key again. After a while, the copier will become ready for copying. You can now switch it to the FAX mode. (If you press this key, the power supply to the FAX reception detection circuit is not cut off, which allows automatic return of the copier when it receives FAX data.)

• **When Using the Weekly Timer ► Operator's Manual for Copying Functions**

If the FAX document is automatically received when the weekly timer is used, the copier automatically warms itself up and outputs the document, then returns itself into the sleep mode.

* If you want to turn the main power switch OFF while the copier is in the sleep mode, make sure that the MEMORY LED is lit off. When the MEMORY LED is lit, wait for all the received originals to be output, then turn the main power switch OFF.



⑨ **Digital keys**

Use these keys to enter the telephone and FAX numbers, ID numbers and passwords.

⑩ **INTERRUPT key**

Use this key only when you are using the copying function.

⑪ **FUNCTION CLEAR key**

When this key is pressed, all selected modes are cleared to default settings.

⑫ **C/⊘ CLEAR/STOP key**

Use this key to cancel the selected remote FAX, etc.

⑬ **JOB STATUS key**

Press this key to see the job list, to delete or move jobs, to confirm the job status, to make a cassette setting, or to display the counter. Graphic symbols flash when there is no paper in the cassette, the wrong cassette size is set, the finisher is full, the holder for the hole punched paper bits is full, etc.

⑭ **HELP key**

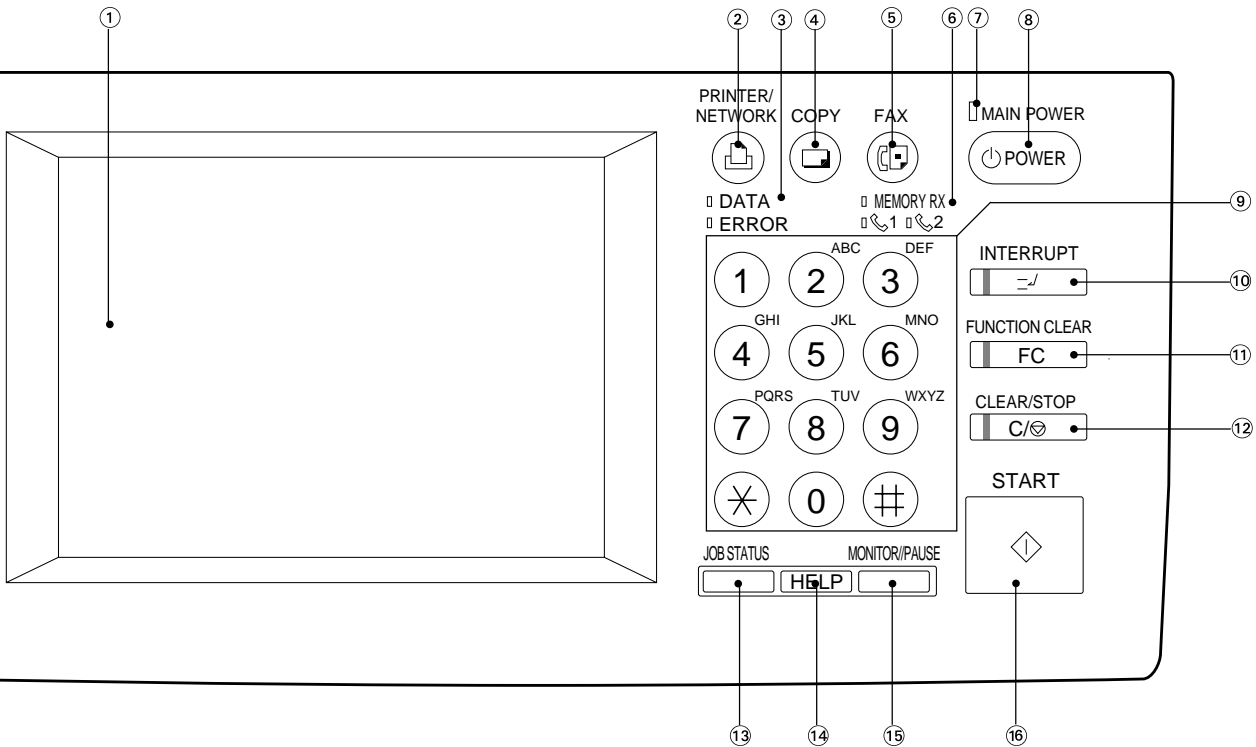
When this key is pressed, the initial setting of the copier is displayed.

⑮ **MONITOR/PAUSE key**

This key is used for on-hook transmission or pause entry.

⑯ **START key**

Press this key to start sending a FAX or manually receiving a FAX.

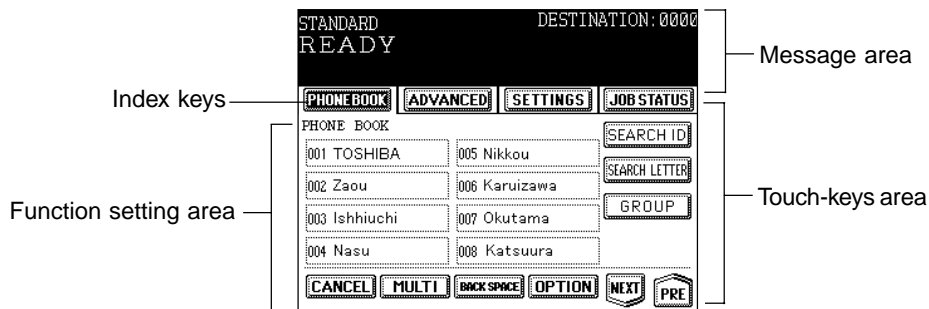


1. DESCRIPTION OF THE DIGITAL COPIER AND THE OPTIONAL EQUIPMENT (Cont.)

Touch Panel

1

The functions currently selected and used, and the copier's status are displayed on the touch panel. When a graphic symbol blinks, rectify the problem referring to "7. When graphic symbols blink on the touch panel" in the Operator's Manual for Copying Functions.



Message Area

The following information is shown here:
Copier status, operational instructions, cautionary messages, in addition to resolution and the number of the specified remote FAX.

Touch-keys Area

The various function items shown here are touch-key selectable. Press any key lightly with your finger.

- **Index keys**
Used for switching between the phone book, advanced, settings and job status menu.
- **Function setting area**
This is where you select or set various functions.

Clearing and Canceling the Function Selected

If you again press any key that is highlighted, the function selected is cleared. To quit (or cancel) the settings, press the **CANCEL** key at the bottom left on the touch panel.

Tip

The key slightly shown with dots on the touch panel cannot be selected.





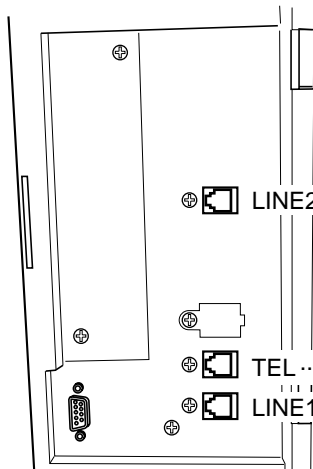
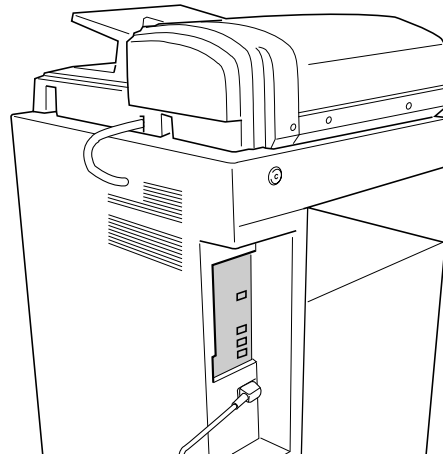
Connecting the Cables

Before you connect the cables, ensure that the power switch is at the OFF position.

1

Note

Do not connect this device and a telephone to a telephone connector in parallel.



⊕ LINE2 Connect the telephone line (when the 2nd line board is installed).

⊕ TEL Connect the external telephone (not available for the European version).

⊕ LINE1 Connect the telephone line.



1



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DESCRIPTION OF THE DIGITAL COPIER



2. SENDING A FAX (BASIC)

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2-1



1. TRANSMISSION MODES

2

• Keypad Dialing (Digital key entry)

You can dial the telephone number of the remote FAX directly using the digital keys.

• Phone Book (Group) Dialing

You can specify a remote FAX from the phone book (group) registered beforehand.

• Multi-address Transmission

You can send the same original to two or more remote FAXes in a single operation.

• Memory TX

The original automatically starts to be sent after it has been temporarily stored in the memory.

This mode is useful if you want to return originals to files and filing cabinets immediately.

You can also send the same original to two or more remote FAXes (multi-address transmission).

• Recovery TX

A document is held in the memory after the initially specified number of redial attempts have been failed.

You can retransmit the documents held in the memory by touching the screen.

• Direct TX


The remote FAX is dialed immediately, and the original will be sent as it is being scanned. This mode is useful if you want to confirm the other party who you are sending to or when you want to send a FAX urgently.

Originals are not stored in the memory, and you can specify only one remote FAX at a time.

• On-hook Dialing

You can make a telephone call and send originals without picking up the handset.

When the line is connected to the remote FAX and the high-pitched tone is heard, press the


 key to send the original.

You can also use keypad (digital keys) dialing and phone book dialing.

• Off-hook Dialing

You pick up the external telephone, make a telephone call and then send the originals.

When the line is connected to the remote FAX and the high-pitched tone is heard, press the

 key to send the original.

You can also use keypad (digital keys) dialing and phone book dialing.

• Delayed Communications

You can send to a specified remote FAX at a specified time.

This mode is useful when you are making use of night-time discounts or sending originals overseas.

• Priority TX

You can start a priority transmission right after the current communication has been completed.



- **Mailbox Transmission**

You can have confidential, bulletin board, multi-address relay mail communication with remote FAXes that support the ITU-T F code functions.

- **Polling Transmission**

You can store originals in the memory, and wait for a request to send the originals from a remote FAX. When a request arrives, the originals are automatically sent to the remote FAX that sent the request. In this way, the remote FAX can receive originals at any convenient time.

You can also inhibit reception of documents by remote FAXes not having the same polling number by appending the document with a password.

- **Chain Dial Communication**

When using the FAX communication network, you can combine two or more dialing operations (by phone book and direct entry), input and send information such as service codes one after another.

- **Batch Transmission**

You can have the copier automatically send two or more reserved jobs for one remote FAX at a time. This function can reduce the communication cost by sending multiple originals to the same destination at one time.

This operation is automatically applied when more than one original is sent to one remote FAX with the same transmission functions specified for each reserved TX job (if department codes are used, they must be the same as well).

2. PREPARATION FOR TRANSMISSION

Switching to the FAX Mode

1 Open the cover and turn ON the main power switch.

- This message appears on the message panel of the Basic Screen:

Wait Warming Up

2

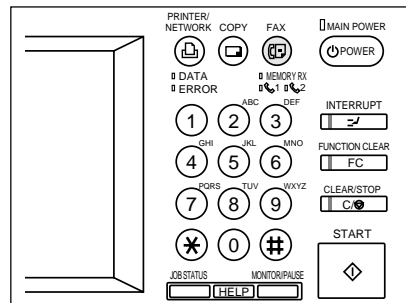
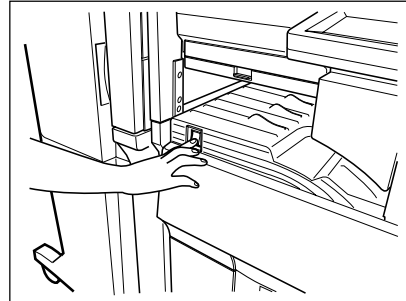
2 About 30 seconds later, the copier will become ready for copying.

- This message appears on the message panel:

READY

3 Press the **FAX** key on the control panel to select the FAX function.

- Be sure to switch over to the FAX mode before carrying out FAX operations.
- If you leave the digital copier for about 45 seconds, it automatically returns to the copying mode.
- You can also switch over to the FAX mode when the digital copier is in the energy-saving mode.



When Controlling the Use of the Copier with Department Codes

With the use of department codes (access codes), you can restrict FAX users as well as manage output volumes made by individual groups or departments of your company.

* Registering, changing and canceling a department code

► Operator's Manual for Copying Functions

1 If the following message is displayed on the touch panel,

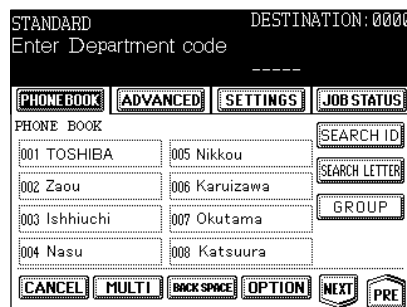
Enter Department Code

key in the registered department code (5 digits).

Tip

Be sure to press the **FUNCTION CLEAR** key twice when the FAX operation has been completed. The screen returns to the department code input screen and department control will continue to function.

*When the job has been completed, the touch panel automatically returns to the department code input screen.





3. ORIGINALS

Original Size / Original Scanning Range

Originals Size

The following table shows the size and thickness of originals that can be sent on this copier.

Setting Position	Types of Original	Original Size	Maximum Number That Can be Set	Remarks
Glass	Sheets Three-dimensional objects Books	Letter format: LD, LG, LT, LT-R, ST, ST-R, COMP A/B format: A3, A4, A4-R, A5, A5-R, B4, B5, B5-R, FOLIO		Do not place any heavy object (8.8lb. or 4kg or over) on the glass
Reversing Automatic Document Feeder	Plain paper, thermal paper (for word processor or fax), original with filing holes (2-, 3- and 4-holes) 13 ~ 34lb. 50 ~ 127g/m ² (1-sided original) 13 ~ 28lb. 50 ~ 105g/m ² (2-sided original)	Letter format: LD, LG, LT, LT-R, ST-R, COMP A/B format: A3, A4, A4-R, A5-R, B4, B5, B5-R, FOLIO (*ST/A5 is not available)	100 originals (13 ~ 22lb. 50 ~ 80g/m ²) or stacked height of originals 16mm or less.	Some of originals on the left may not be used depending on paper quality.

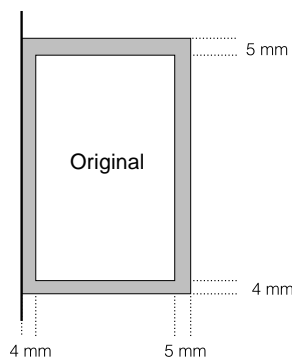
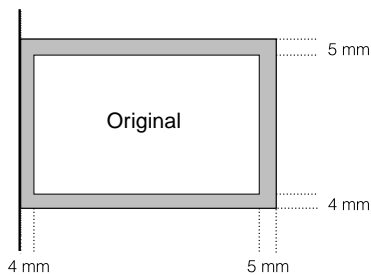
2

Original Scanning Range

As shown in the figures below, even if the original that you are sending contains information on the shaded sections, this information is not printed at the remote FAX.

LD, LG, LT-R, ST-R, COMP, A3, A4-R, A5-R, B4, B5-R, FOLIO

LT, ST, A4, A5, B5



Tip

ST-R, B5-R or A5-R originals are automatically rotated and sent as ST, B5 or A5-sized originals.





3. ORIGINALS (Cont.)

Setting Originals

When Setting Originals on the Glass

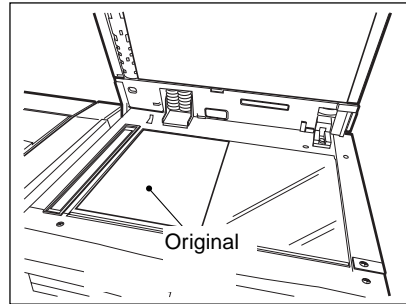
Originals are sent in the order that they are placed on the original glass in both the memory TX and direct TX modes.

2

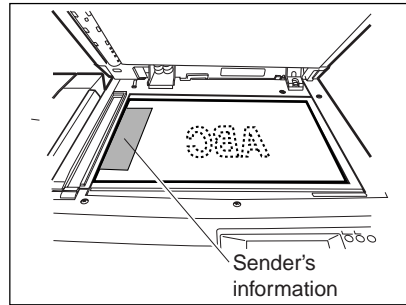
1 Raising the reversing automatic document feeder, place the original face down on the glass.

2 Align the original against the left inner corner of the glass.

- Different size originals can also be sent at one transmission.

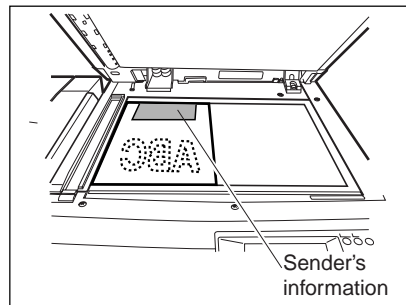


- When LD, LG, LT-R, ST, COMP, A3, A4-R, A5, B4, B5 or FOLIO originals are placed as shown in the figure on the right, the pre-entered sender's information is printed at the position shown shaded in the figure and sent to the remote FAX.
- Entering the terminal ID ► Page 5-11



- When LT, ST-R, A4, A5-R or B5-R originals are placed as shown in the figure on the right, the pre-entered sender's information is printed at the position shown shaded in the figure and sent to the remote FAX.

3 Lower the reversing automatic document feeder slowly.





Advice for when Using the Reversing Automatic Document Feeder

Do not use the following types of originals as they tend to misfeed or become damaged:

2

(1) Badly wrinkled or folded originals; in particular, originals whose leading edge is curled may fail to be correctly fed.	(4) Clipped or stapled originals	
(2) Originals with carbon paper	(5) Originals with holes or torn originals	
(3) Taped, pasted or clipped (cut out) originals	(6) Damp originals	(7) OHP film originals

Also, the following originals should be handled carefully:

(1) Folded or curled originals should be smoothed out before being used.		(2) Only originals with the same width can be set at a time. (Do not mix originals with different widths.)	
(3) Originals two of which, when pinched between two fingers, cannot be moved, or originals which are surface-treated may fail to be separated properly.			





3. ORIGINALS (Cont.)

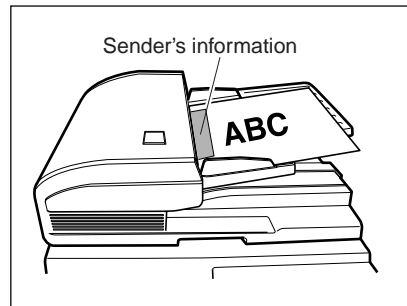
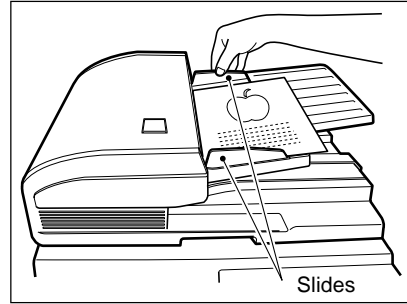
Setting Originals (Cont.)

When Using the Reversing Automatic Document Feeder

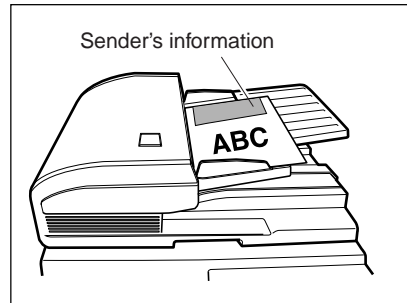
2

1 After aligning the edges of originals well, place them face up and align the slides to the width of the originals.

- You cannot mix A series format (A3, A4, A5) and B series format (B4, B5) or LT series and COMP.
- LT/A4 size originals are rotated 90° so that they are sent as LT-R/A4-R originals.
- If a mixture of LD and LG, A3 and A4, or B4 and B5 originals are placed, they are sent at their original sizes.
- When LD, LG, LT-R, COMP, A3, B4, A4-R, B5 and FOLIO originals are placed as shown in the figure on the right, the pre-entered sender's information is printed at the position shown shaded in the figure and sent to the remote FAX.
- Entering the terminal ID ► Page 5-11



- When LT, ST-R, A4, A5-R or B5-R originals are placed as shown in the figure on the right, the pre-entered sender's information is printed at the position shown shaded in the figure and sent to the remote FAX.





4. SETTING THE TRANSMISSION CONDITIONS

You can send originals under different transmission conditions (resolution, image quality mode, exposure, transmission mode, original size, ECM, quality TX and line).

If you change the transmission conditions, the new settings are valid for one transmission only.

The following describes the settings of each item.

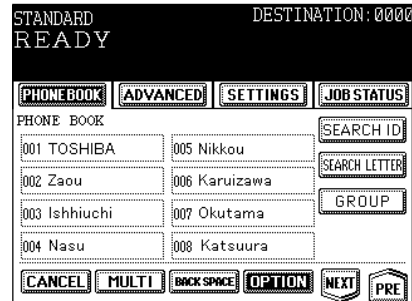
- Resolution :Set the resolution when you scan the original to be sent.
STANDARD, FINE, U-FINE
* If the remote FAX cannot receive originals at the same resolution, the resolution of the sent original is automatically converted before it is sent. The finer the resolution, the longer it takes to send an original.
 - Image Quality Mode : Set the image quality mode when you scan the original to be sent.
TEXT, PHOTO/TEXT, TEXT
* Transmission time may be longer than usual in case the PHOTO/TEXT mode or PHOTO mode is selected.
 - Exposure : Set the image density according to the contrast of the original to be sent.
AUTO, MANUAL (changeable in 11 steps)
* In the automatic exposure mode, the digital copier automatically judges the contrast of the original, and selects the ideal contrast.
In the manual exposure mode, you can adjust the contrast manually in 11 steps.
 - Transmission mode : Set the transmission mode by which the original is to be sent.
MEMORY TX, DIRECT TX
 - Original Size : Set the scanning size of the original to be sent.
AUTO : The size of the placed original is automatically judged before it is scanned.
SPECIFIED SIZE : The original is scanned at the preset size regardless of its actual size.
Use this mode when you are using non-standard size paper or you want to limit the area of the original to be sent.
* When originals are placed in the reversing automatic document feeder, they are scanned in the AUTO mode. You can specify the size only when the original is placed on the original glass.
 - ECM : ECM (=Error Correction Mode) is the communication mode using the automatic error correction method which has been internationally standardized. Even when the transmitted data have been influenced by noise during communication, this mode allows good communication without image disorder by automatically resending the part that has been influenced.
ON, OFF
* Both the transmitter and the receiver must have the ECM function to make ECM communication available. When influenced by noise, etc. during communication, communication time becomes longer than usual.
 - Quality TX : Set whether or not to specify Quality TX. ► Page 3-6
ON, OFF
* When this item is set to "ON", originals are sent at a speed lower than normal.
 - Line : Specify the line to be used when you send the original (with the 2nd line board attached)
► Page 5-20
OFF, LINE1, LINE2
* When you send multi-page originals by placing them on the reversing automatic document feeder, you cannot change the scanning conditions for each page.
When originals are placed on the original glass, you can change the following scanning conditions for each page. ► Page 2-11
 - Resolution
 - Image quality mode
 - Exposure
 - Original size
- * Changing the default settings (HOME POSITION) when sending originals. ► Page 5-16

4. SETTING THE TRANSMISSION CONDITIONS (Cont.)

1 Place the original. ▶ Page 2-6

2

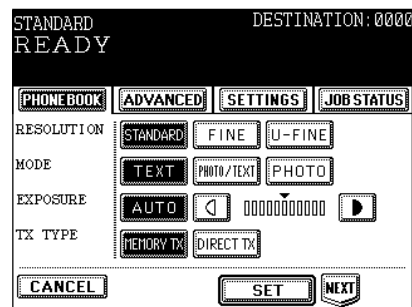
2 Press the **PHONE BOOK** key to display the phone book menu, then the **OPTION** key.



3 Press the desired keys.

- Press the **PRE** or **NEXT** key to switch between the setting items.
- The keys shaded in the screens on the right are the default settings.

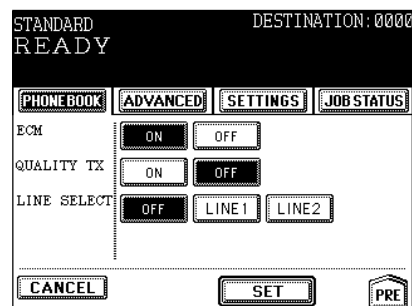
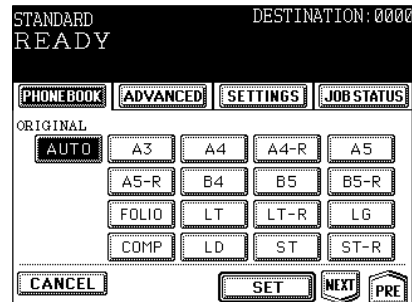
4 Press the **SET** key to complete the setting.



5 Specify the remote FAX and press the **START** key.

Tip

- When one remote FAX is specified by the phone book (▶ Page 2-13), if the **OPTION** is selected, the contents of the phone book setting will be reflected to the **OPTION**.
- The settings of the TX type, ECM, quality TX and line select selected in the **OPTION** have priority.





Setting the Scanning Conditions for Each Page (Book Transmission)

When you want to send multi-page originals by placing them on the original glass, you can change the following scanning conditions (among the transmission conditions (settings)) for each page:

- Resolution
- Image quality mode
- Exposure
- Original size

This function is convenient to make copies of newspapers and books because they can be placed with a two-page spread on the original glass and sent.

2

1 Place the original on the glass. ► Page 2-6

2 Set the transmission conditions.

3 Specify the remote FAX.

- Specifying by digital keys ► Page 2-12
- Specifying by phone book ► Page 2-13
- Specifying by group ► Page 2-14
- Specifying by multi-address transmission ► Page 2-15

4 Press the **START** key.

- The first original starts to be scanned.

5 Press the **YES** key and exchange the original.

6 Set the items of scanning conditions to change as required.

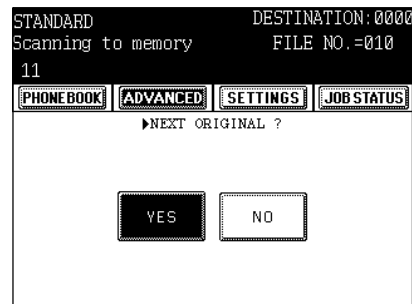
- Among the screens of step 3 on page 2-10, the changeable scanning conditions for each page are the “resolution”, “image quality mode”, “exposure” and “original”.

7 Press the **START** key.

- If there is another original to scan, repeat steps 5 to 7 of this procedure.
- If this is the final sheet, press the **NO** key.

Tip

Be sure to carry out the operations within 40 seconds after the “NEXT ORIGINAL? **YES** **NO**” screen is displayed. If you do not do anything for 40 seconds, the scanned original is sent.



5. SPECIFYING THE REMOTE FAX

Direct Entry (Specifying by Digital keys)

Direct entry refers to as the method for specifying remote FAX numbers by the digital keys.

2

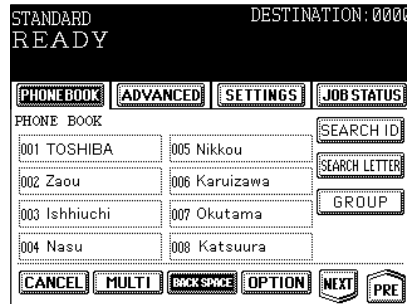
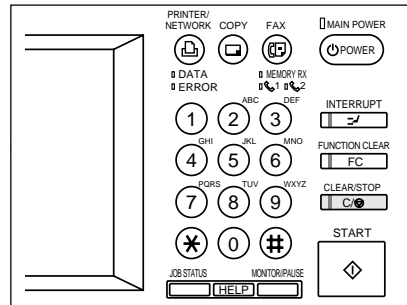
1 Enter the remote FAX number using the digital keys on the control panel.

2 If you make a mistake, press the **CLEAR/STOP** key on the control panel (on the right) or the **BACK SPACE** key in the phone book menu (on the right below) and correct the mistake.

- **CLEAR/STOP** key: Pressing this key clears all of the values that you entered.
- **BACK SPACE** key: Each press of this key deletes the values that you are entering one by one.

Tip

- When you are dialing to an outside line via a PBX, it may take a little while to be connected after dialing an "0", causing a transmission error. In this case, press the **MONITOR/PAUSE** key after the "0" to enter a pause. (This automatically enters a three-second pause before the number is dialed, which reduces transmission errors.)





Phone Book Entry

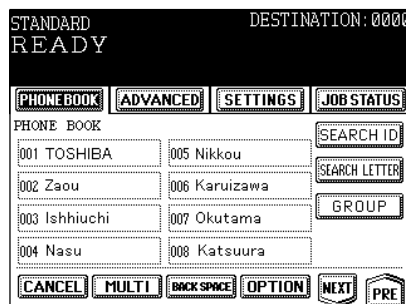
Phone book entry refers to the method for specifying remote FAX numbers by pressing the remote FAX keys which have previously been entered. It is convenient if frequently used destinations are entered in the phone book.

- Entering into phone book ► Page 5-2

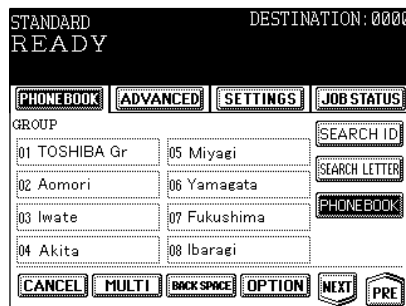
2

1 Press the **PHONE BOOK** key to display the phone book menu.

- One screen can show eight destinations.
To view destinations not displayed on the screen, press the **PRE** or **NEXT** key to switch the screen.

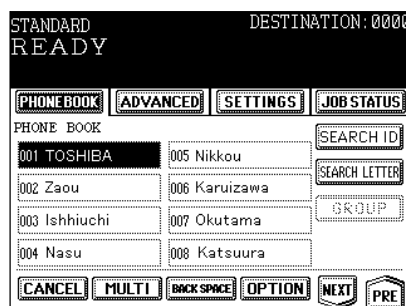


- If group list is displayed, press the **PHONE BOOK** key shown on the right in the touch panel.



2 Press the key for the remote FAX that you want to send to.

- You can search for remote FAXes by ID number and by spelling.
Searching by ID number ► Page 2-16
Searching by spelling ► Page 2-17



2-13

5. SPECIFYING THE REMOTE FAX (Cont.)

Group Entry

Group entry refers to the method for specifying remote FAX numbers by pressing the group key which has previously been entered. It is convenient if the frequently used multiple destinations are entered into a group.

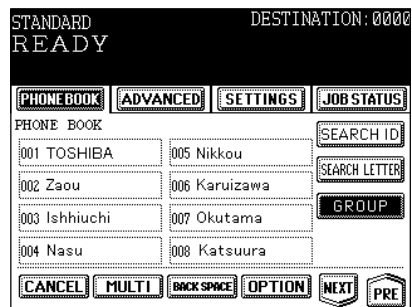
- Entering into groups ► Page 5-7

2

1 Press the **PHONE BOOK** key to display the phone book menu.

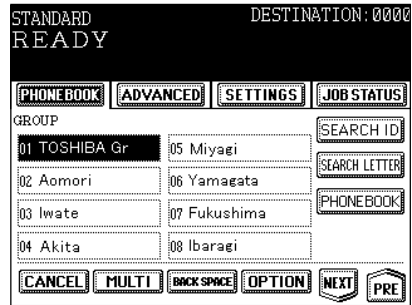
2 Press the **GROUP** key.

- One screen can show eight destinations.
To view destinations not displayed on the screen, press the **PRE** or **NEXT** key to switch the screen.



3 Press the remote FAX group to send originals to.

- You can search for groups by ID number and by spelling.
Searching by ID number ► Page 2-16
Searching by spelling ► Page 2-17
- The remote FAXes in the group can be confirmed in the group number information. ► Page 5-37





Multi-address Transmission

The “multi-address transmission” function allows you to send the same original to two or more remote FAXes in a single operation, which can be done by combining direct entry (digital keys), phone book and group. This eliminates the trouble of placing the original in the copier and then dialing the number for each destination.

The following shows the number of destinations that can be entered according to how the remote FAX is specified:

- By digital keys (direct entry) only: 100 destinations
- By phone book only: 400 destinations
- By group only: 50 destinations
- By combining digital keys (direct entry), phone book and group: 1000 destinations

*You can set multi-address transmission only by the memory TX mode. Memory TX ▶ 2-18

2

1 Place the original. ▶ Page 2-6

2 Set the transmission conditions. ▶ Page 2-10

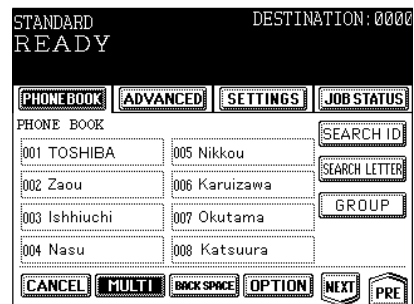
3 Specify the remote FAXes.

- To continuously enter remote FAX numbers after having specified them by means of the digital keys, press the **(MULTI)** key, then enter the next one.
- To continuously enter remote FAX numbers after having specified them by means of the phone book or group, you do not need to press the **(MULTI)** key.

Tip

- To cancel the remote FAX number which is being entered by the digital keys, press the **(C/⊗ CLEAR/STOP)** key once.
- To cancel a remote FAX specified by the phone book or group, press the highlighted key for the remote FAX again.
- To cancel all specified remote FAXes, press the **(CANCEL)** key.

4 Specify all remote FAXes and then press the **(START)** key.



2-15

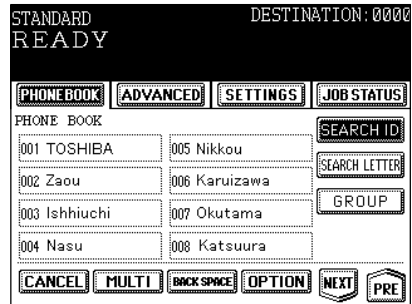
5. SPECIFYING THE REMOTE FAX (Cont.)

Searching by ID Number

When selecting the remote FAXes entered in the phone book and group, searching by the ID number immediately displays the screen including the searched-for ID number.

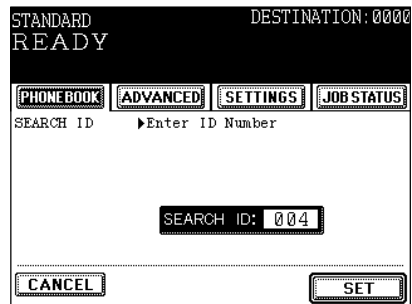
2

- 1 Press the **PHONE BOOK** key to display the phone book menu, then the **SEARCH ID** key.



- 2 Enter the desired ID number using the digital keys, and press the **SET** key.

- You can enter the number within the range 1 to 400.

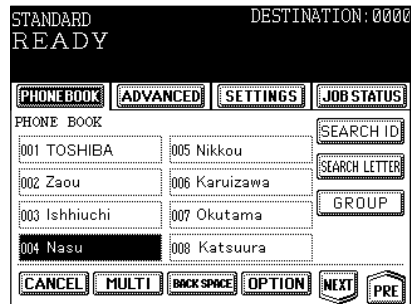


- 3 Press the key for the remote FAX that you want to send to.

- One screen can show eight destinations.
To view destinations not displayed on the screen, press the **PRE** or **NEXT** key to switch the screen.

Tip

- To continue searching by ID number, press the **SEARCH ID** key.
- To continue searching by spelling (▶ page 2-17), press the **SEARCH LETTER** key.



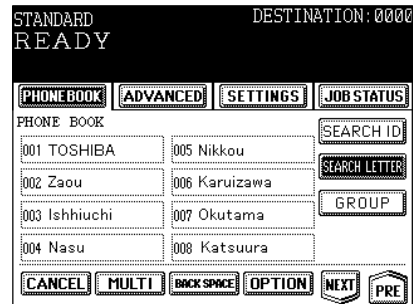


Searching by Spelling

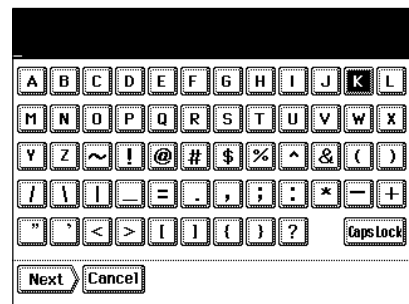
When selecting the remote FAXes entered in the phone book and group, pressing a letter key displays the remote FAXes whose names start with the letter on the screen, which makes it easy to choose the desired remote FAXes.

2

- 1 Press the **PHONE BOOK** key to display the phone book menu.
Press the **SEARCH LETTER** key.



- 2 Press the **LETTER** key to be searched in the letter entry screen (one letter).

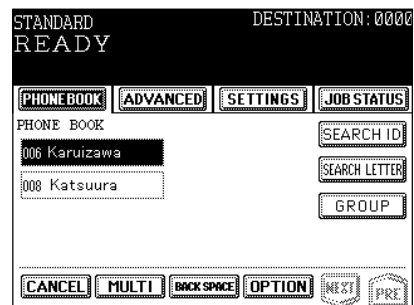


- 3 Press the key for the remote FAX that you want to send to.

- One screen can show eight destinations.
To view destinations not displayed on the screen, press the **PRE** or **NEXT** key to switch the screen.

Tip

- To continue searching by spelling, press the **SEARCH LETTER** key.
- To continue searching by ID number (▶ page 2-16), press the **SEARCH ID** key.



2-17



6. SENDING ORIGINALS

Memory TX

2

In the memory transmission, when you have placed the originals and performed the sending operation, the original is scanned and temporarily stored in the memory, and then sent.

- Originals are scanned at high speed and stored in the memory. So, you can return originals to files and filing cabinets immediately.
- Up to 100 documents can be stored in the memory.
- You can specify two or more remote FAXes at once. Multi-address transmission ► Page 2-15
- If the original cannot be sent as the remote FAX is busy, the remote FAX is automatically redialed repeatedly.
- Information can no longer be stored in the memory if it becomes full midway during scanning. In this case, reduce the number of originals you are sending, or try sending in the direct TX mode. ► Page 2-19
- If an original is placed on the original glass, the scanning conditions can be changed for each page. ► Page 2-11

1 Place the original. ► Page 2-6

2 Set the transmission conditions. ► Page 2-10

3 Specify the remote FAXes.

- Specifying by digital keys ► Page 2-12
- Specifying by phone book ► Page 2-13
- Specifying by group ► Page 2-14
- Specifying by multi-address transmission ► Page 2-15

4 Press the **START** key.

- The original starts to be scanned and is stored in the memory.

Tip

- If the transmission fails, the memory transmission report will automatically be output. ► Page 5-39
- Canceling transmissions ► Page 2-22



Direct TX

When you have placed the originals and performed the sending operation, the remote FAX is immediately dialed, and the originals are sent after connecting with the remote FAX with each page scanned separately.

- You can check immediately if the original has been sent to the remote FAX.
- Once scanned, the originals are not stored in the memory.
- You can specify only one remote FAX at a time.
- After a page has been sent, the next page is scanned. So, it takes a little time to scan all pages.
- If an original is placed on the original glass, the scanning conditions can be changed for each page.

▶ Page 2-11

* Memory TX is set as the initial setting. Changing the initial setting to direct TX ▶ Page 5-16

2

Direct TX by Optional Setting

1 Place the original. ▶ Page 2-6

2 Press the **PHONE BOOK** key to display the phone book menu, then the **OPTION** key.



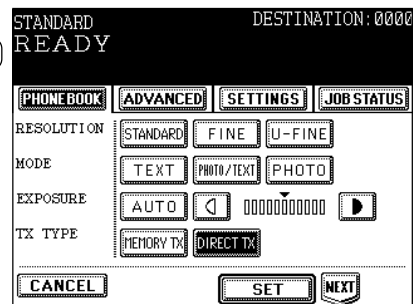
3 Press the **DIRECT TX** key, set the other transmission conditions (▶ Page 2-10), then press the **SET** key.

4 Specify the remote FAXes.

- Specifying by digital keys ▶ Page 2-12
- Specifying by phone book ▶ Page 2-13

5 Press the **START** key.

- The remote FAX is dialed immediately and communication is started.
- Canceling the direct transmission ▶ Page 2-24



2-19



6. SENDING ORIGINALS (Cont.)

Other Transmissions

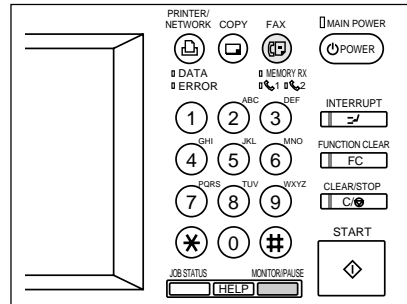
On-hook Transmission

- 1** Place the original. ► Page 2-6
- 2** Set the transmission conditions. ► Page 2-10
- 3** Press the **MONITOR/PAUSE** key.
 - You can hear the monitor tone from the built-in speaker.
 - To cancel the setting midway, press the **MONITOR/PAUSE** key again.
- 4** Specify the remote FAXes.
 - Specifying by digital keys ► Page 2-12
 - Specifying by phone book ► Page 2-13

Note

Each press of a digital key dials a number. So, if you make a mistake when dialing the remote FAX number, press the **MONITOR/PAUSE** key to cut the line, press the **MONITOR/PAUSE** key again and redial.

- 5** When you hear the answer tone (short high-pitched tone) output from the built-in speaker after the connection is made with the remote FAX, press the **START** key.





Off-hook Transmission


Tips

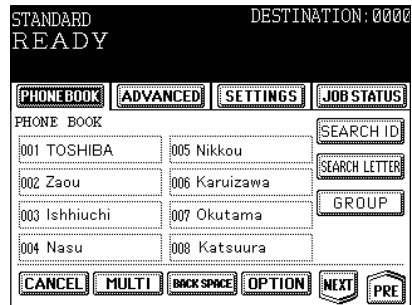
- An external telephone is required.

- 1 Place the original.** ▶ Page 2-6
- 2 Set the transmission conditions.** ▶ Page 2-10
- 3 Pick up the handset of an external telephone.**
- 4 Specify the remote FAX number.**
 - Specifying by digital keys ▶ Page 2-12
 - Specifying by phone book ▶ Page 2-13

Tip

Each press of a digital key dials a number. So, if you make a mistake when dialing the remote FAX number, put the handset down to cut the line, pick up the handset again and redial.

- 5 When you hear the answer tone (short high-pitched tone) output from the handset after the connection is made with the remote FAX, press the  START key.**
- 6 Replace the handset.**



7. CANCELING TRANSMISSIONS

Canceling Transmissions (during Scanning)

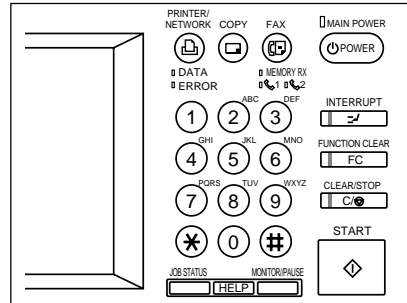
2

1 Press the **C/⊗ CLEAR/STOP** key while the original is being scanned. Scanning (storing into memory) is paused.

2 To cancel the job during the scanning pause, press the **FUNCTION CLEAR** key.

To resume scanning, press the **START** key.

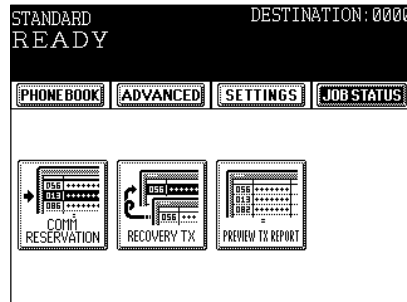
- If you do nothing for about 45 seconds after the pause of the transmission, the transmission that is currently being scanned is cleared from the memory.



Canceling Reserved Memory Transmissions and Recovery Transmissions

This function allows you to cancel reserved memory transmissions that are currently stored in the memory and waiting to be sent (including polling transmission and reception), and recovery transmissions that are waiting to be recovered.

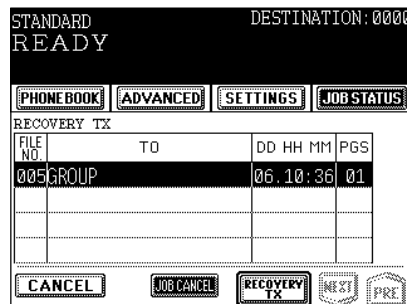
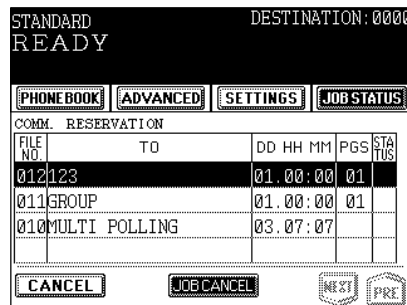
1 Press the **JOB STATUS** key to display the job status menu, then press the **COMM RESERVATION** or **RECOVERY TX** key.



2 Press the file to be canceled from memory.

- Check that the status column is blank.

3 Press the **JOB CANCEL** key.





- 4** Press the **YES** key if you want to cancel the job, or press the **NO** key if you do not want to.



2

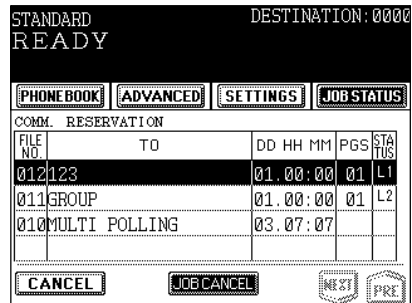
Canceling Transmissions (during Memory Transmission)

- 1** Press the **JOB STATUS** key to display the job status menu, then press the **COMM RESERVATION** key.

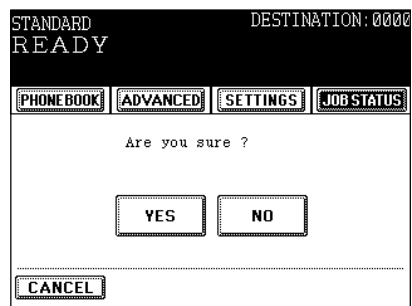


- 2** Select the file that is currently being transmitted.
- Check that the status column indicates "L1"(transmitting by the line 1) or "L2"(transmitting by the line 2).

- 3** Press the **JOB CANCEL** key.



- 4** Press the **YES** key if you want to cancel the job, or press the **NO** key if you do not want to.



2-23



7. CANCELING TRANSMISSIONS (Cont.)

Canceling Direct Transmission (during Scanning)

2

1 Press the **C/⊗ CLEAR/STOP** key during transmission (scanning).

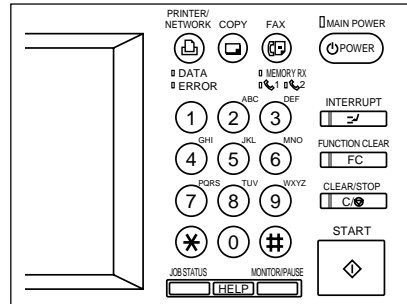
- The transmission (scanning) operation is paused.

2 To cancel the paused transmission, press the **FUNCTION CLEAR** key.

- To resume the paused transmission, press the **START** key.
- If you do not do anything for about 15 seconds after the pause of the transmission, the direct TX mode might be cleared.

Tip

Even if you cancel transmission in the direct TX mode, the part of the original that was being sent before transmission was canceled is sent to the remote FAX.



8. CHECKING TRANSMISSION RESULTS

Checking Communication Status on the Touch Panel

Check the communications status (executing/reservation/recovery standby/execution result, including the polling transmission and reception) of the transmission files that are set in the memory TX or direct TX modes.

The following information of each communication status can be confirmed on the touch panel.

- File number
- Destination or telephone number
- Accepted date or specified date
- Number of originals
- Transmission result

* Executing, reservation or recovery standby files can also be canceled. ▶ Page 2-22

2

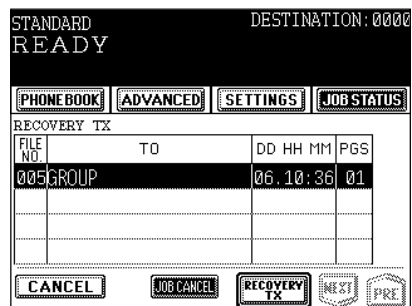
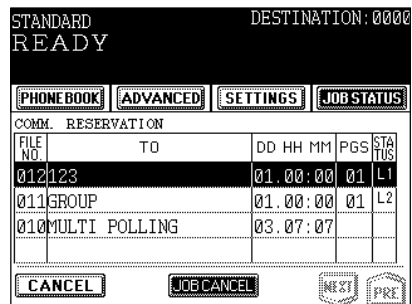
1 Press the **JOB STATUS** key to display the job status menu, then the desired key.

- Pressing the **COMM RESERVATION** key displays the current communication reservation status, the **RECOVERY TX** key the current recovery transmission standing-by status, and the **REVIEW TX REPORT** key the current transmission results.



One screen displays the details for the latest four transmissions:

- The following are displayed in the status column of the RESERVATION screen:
L1: Sending on line 1
L2: Sending on line 2
Blank: Reserved
- There is no status and result column for the RECOVERY TX.





8. CHECKING TRANSMISSION RESULTS (Cont.)

Checking Communication Status on the Touch Panel (Cont.)

2

- The following are displayed in the list of the REVIEW TX REPORT screen:
OK: Transmission succeeded
NG: Transmission failed

STANDARD		DESTINATION: 0000				
READY						
PHONEBOOK		ADVANCED		SETTINGS		
JOB STATUS						
PREVIEW TX REPORT						
FILE NO.	TO	DD	HH	MM	PGS	STA TUS
018	1234567890	03	04	51	01	OK
014	15	03	04	46	01	OK
015	133	03	04	45	01	NG
002	52	03	03	52	01	OK

2 To view destinations not displayed on the screen, press the **PRE** or **NEXT** key to switch the screen.

- Each of the screens for the RESERVATION displays 100 reserved transmissions and the one currently transmitting.
- Each screen for the RECOVERY TX displays 100 recovery transmissions. (Total of reserved transmissions and recovery transmissions is 100.)
- Each screen for the REVIEW TX REPORT displays 40 transmission results.
- Files are displayed in order from the newest file onwards.

3 When you have finished checking the files, press the **FUNCTION CLEAR** key on the control panel.

- The phone book menu is redisplayed.



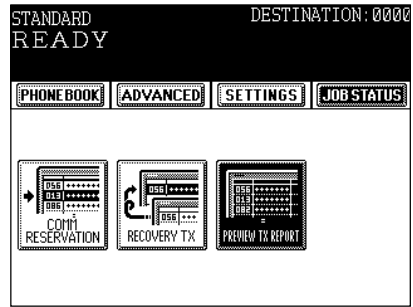
Checking Transmission Results by Printing TX Reports

Print out the TX Report (Transmission Journal) of one transmission job you want to confirm to check the transmission results.

* Sample of the journal ► Page 5-34

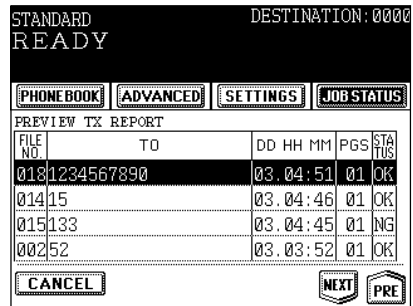
2

- 1 Press the **JOB STATUS** key to display the job status menu, then the **REVIEW TX REPORT** key.



- 2 Select the desired transmission result.

- 3 Press the **START** key.



2-27

8. CHECKING TRANSMISSION RESULTS (Cont.)

Checking Transmission Results by Printing a List (Transmission Journal)

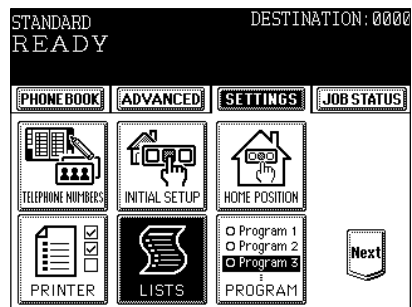
Print out the Transmission Journal (40 or 120 communications) to check the transmission results. The transmission journal can be output as required, but it is automatically output when 40 (or 120) communications have been performed.

* Sample of the journal ► Page 5-34

* Changing the number of communications output on the journal (40/120 communications) ► Page 5-32

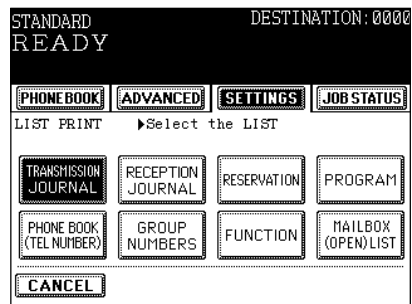
2

- 1 Press the **SETTINGS** key to display the settings menu, then the **LISTS** key.



- 2 Press the **TRANSMISSION JOURNAL** key.

- 3 Press the **START** key.

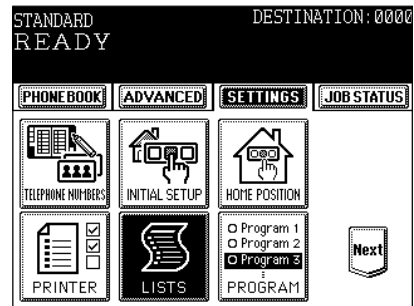


Checking Reserved Transmissions by Printing Lists (Reservation List)

Print out the Reservation List to check the reservation and recovery transmission standing-by job status.

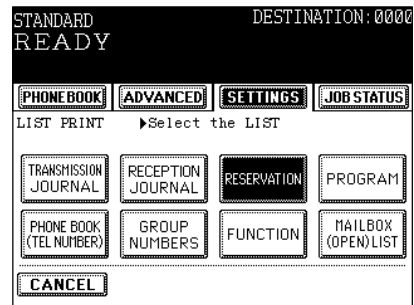
* Sample of the reservation list ► Page 5-35

- 1 Press the **SETTINGS** key to display the settings menu, then the **LISTS** key.



- 2 Press the **RESERVATION** key.

- 3 Press the **START** key.
 - To cancel printing of the lists midway, press the **C/CLEAR/STOP** key and then the **FUNCTION CLEAR** key.



2

2-29



2



3. SENDING A FAX (ADVANCED)

1. Transmitting at a specified time (delayed TX reservation)	3-2
2. Priority transmission	3-3
3. Programmed transmission	3-4
4. Sending two-sided originals (two-sided scanning)	3-5
5. Quality transmission	3-6
6. Mailbox (ITU-T compatible)(transmission)	3-7
• Setting up and deleting a mailbox in the mailbox hub	3-8
• Confidential / Bulletin board/Multi-address relay mail	3-13
7. Polling communications (transmission)	3-17
• Polling transmission	3-17
8. Chain dial communication	3-18

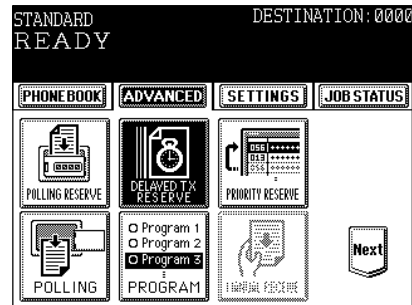
1. TRANSMITTING AT A SPECIFIED TIME (DELAYED TX RESERVATION)

This function allows you to send originals to a remote FAX at a specified day and time. This function comes in handy when you want to make use of off-peak discounts (e.g. night time) and consider time differences when sending overseas.

- You can reserve transmission up to one month in advance.
- You can set the day and time (hours/minutes).
- Time can be set for polling RX as well.

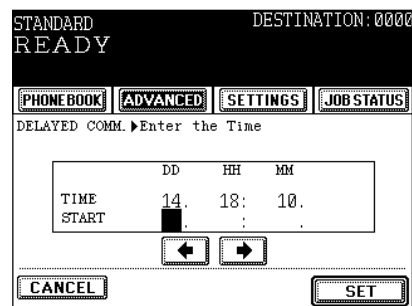
3

- 1 Place the original. ▶ Page 2-6
- 2 Set the transmission conditions. ▶ Page 2-10
- 3 Press the **ADVANCED** key to display the advanced menu, and press the **DELAYED TX RESERVE** key.



- 4 Enter the day and time (hours/minutes) using the digital keys.

- Press the **←** and **→** keys to move the cursor.
- Enter the time using the 24-hour clock system.
- To correct the entry, press the **C/CLEAR/STOP** key, then input the numbers again.



- 5 Press the **SET** key.

- 6 Specify the remote FAXes.

- Specifying by digital keys ▶ Page 2-12
- Specifying by phone book ▶ Page 2-13
- Specifying by group ▶ Page 2-14
- Specifying by multi-address transmission ▶ Page 2-15

- 7 Press the **START** key.

Tip

Canceling reserved TX ▶ Page 2-22

3-2

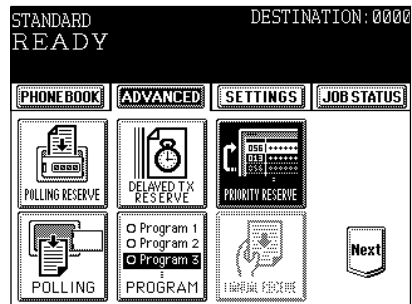
SENDING A FAX (ADVANCED)

2. PRIORITY TRANSMISSION

“Priority TX” allows you to execute a transmission before other reserved transmissions (including redial standby).

- You can dial by digital keys directly or phone book.
- Priority reservation is good for single transmissions only.

1 Press the **ADVANCED** key to display the advanced menu, then the **PRIORITY RESERVE** key.



3

2 Press the **SET** key.

3 Specify the remote FAXes.

- Specifying by digital keys ► Page 2-12
- Specifying by phone book ► Page 2-13

4 Press the **START** key.



3-3

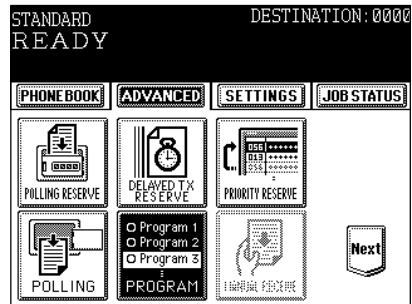
3. PROGRAMMED TRANSMISSION

- You can enter combinations of frequently used functions as a “program” to the program keys and call up these programs whenever they are needed.
- You can enter up to 24 programs.
- For details on how to enter programs, see “Entering Programs”. ▶ Page 5-14

3

1 Place the original. ▶ Page 2-6

2 Press the **SETTINGS** key to display the settings menu, then the **PROGRAM** key.



3 Press the desired program key.

- Up to 8 programs can be displayed on one screen. To see the others, press the **PRE** or **NEXT** key to switch the screen.

4 Press the **SET** key.

5 Specify the remote FAXes.

- Specifying by digital keys ▶ Page 2-12
- Specifying by phone book ▶ Page 2-13
- Specifying by group ▶ Page 2-14
- Specifying by multi-address transmission ▶ Page 2-15

6 Press the **START** key.



3-4

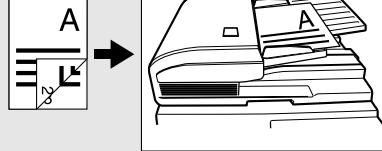
SENDING A FAX (ADVANCED)

4. SENDING TWO-SIDED ORIGINALS (TWO-SIDED SCANNING)

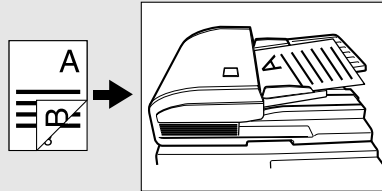
You can scan and send two-sided originals using the reversing automatic document feeder.

- Setting originals when sending LT/A4 two-sided originals.
To set the originals on the reversing automatic document feeder, change the direction of original feeding depending on the bound position.

- Two-sided originals bound along the widthwise direction



- Two-sided originals bound along the lengthwise direction

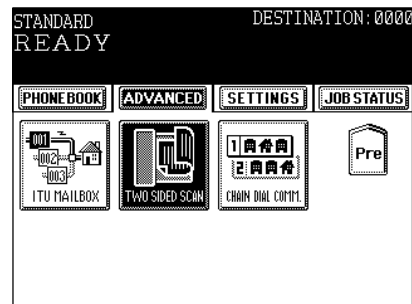


- Every time a transmission is completed, the unit will automatically return to the "Home Position" setting.
- This function can be used only when you send originals by memory TX.

3

- 1 Place the original. ► Page 2-6
- 2 Set the transmission conditions. ► Page 2-10
- 3 Press the **ADVANCED** key to display the advanced menu, then the **TWO SIDED SCAN** key.

- If the key for the desired function is not shown, press the **Next** key to switch the screen.

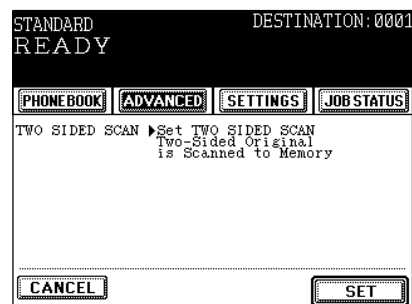


- 4 Press the **SET** key.

- 5 Specify the remote FAXes.

- Specifying by digital keys ► Page 2-12
- Specifying by phone book ► Page 2-13
- Specifying by group ► Page 2-14
- Specifying by multi-address transmission ► Page 2-15

- 6 Press the **START** key.



3-5

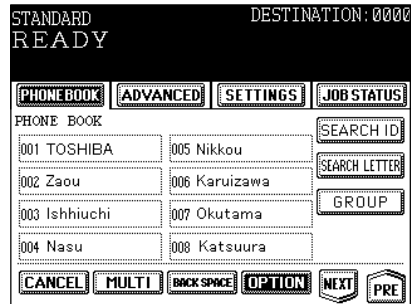
5. QUALITY TRANSMISSION

- You can set Quality TX in either the memory TX or direct TX modes.
- You can set Quality TX in the phone book or settings menu.
When Quality TX is set to "ON" in the phone book menu, the new setting is valid for only one transmission.
- In the Quality TX, originals are sent at a speed lower than normal.

3

Specifying Quality TX in the Phone Book Menu

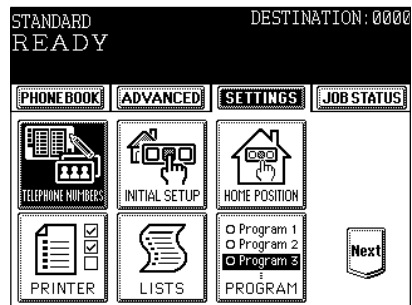
Press the Quality TX **ON** key in the **OPTION** of the phone book menu. ▶ Page 2-10



Specifying Quality TX in the Settings Menu

Set the quality TX in the **PHONE BOOK ENTRY** of the **TELEPHONE NUMBERS** function in the setting menu.

▶ Page 5-2



3-6

SENDING A FAX (ADVANCED)



6. MAILBOX (ITU-T COMPATIBLE) (TRANSMISSION)

Mailbox allows storage and retrieval of documents via mailboxes that are already set up in a mailbox hub.

The following three types of Mailboxes are available:

- **Confidential Box:** Confidential Box allows a one-time document retrieval from the mailbox. Once a document is retrieved, it is cleared. If a new document is stored using the same box number where another document is present, it is added to the existing one. It is also possible to set up a password requirement for accessing the Confidential Box for document retrieval to prevent unauthorized retrieval of documents.
- **Bulletin Board Box:** Bulletin Board Box allows multiple document retrievals from the mailbox. Once a document is retrieved, it is not cleared. If a new document is stored using the same Box number where another is present, it replaces the existing one. It is also possible to set up a password requirement for accessing the Bulletin Board Box for document reservation.
- **Multi-address Relay Mail:** When document has been sent to the mailbox, the copier (FAX) can call up the remote FAX registered in the mailbox. After calling up, the transmission result list will be sent to the specified remote FAX. It is also possible to set up a password requirement.

3

Mailbox conditions

Sending and storage of documents to a mailbox hub and retrieval of documents from a mailbox hub is possible on an ITU-T compliant facsimile.

Only ITU-T compliant facsimiles can be used as Mailbox hubs. This digital copier is provided with mailbox hub functions.

- Preparation involves setting up a Mailbox for storing documents to the mailbox hub.

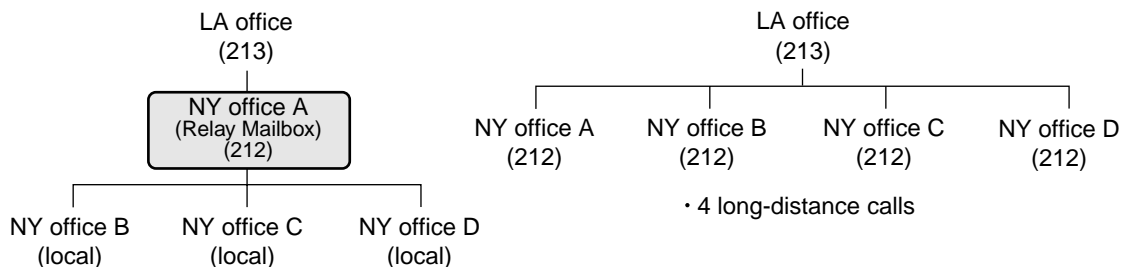
Tip

• How to Use Relay Mailbox (Example)

If you want to send the same originals to many offices in New York from Los Angeles, setting a relay mailbox in the NY office A as a mailbox hub reduces the communication cost.

<Procedure>

1. Set a relay mailbox in the NY office A ► Page 3-9
2. Send an original from the LA office to the relay mailbox in the NY office A ► Page 3-14



- One long-distance call to the NY office A (relay mailbox) and 3 local calls between the NY office A (relay mailbox) and each office.

3-7



6. MAILBOX (ITU-T COMPATIBLE) (TRANSMISSION) (Cont.)

Setting Up and Deleting a Mailbox in the Mailbox Hub

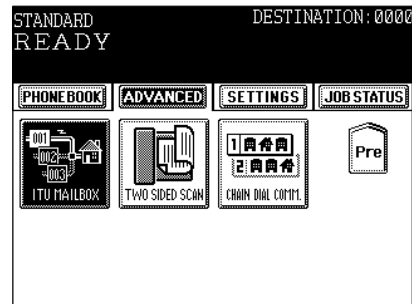
In order to carry out ITU-T communications, you must previously set up an Open Mailbox in the mailbox hub. You can set up a maximum of 100 Confidential, Bulletin Board and Multi-address relay mailboxes in total.

Setting Up a Mailbox of Confidential and Bulletin Board

3

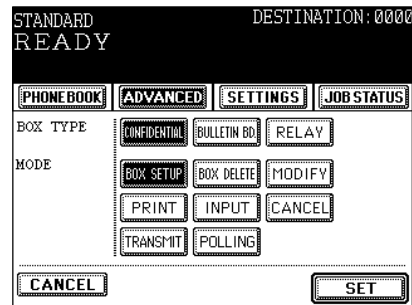
1 Press the **ADVANCED** key to display the advanced menu, then the **ITU MAILBOX** key.

- If the key for the desired function is not shown, press the **Next** key to switch the screen.



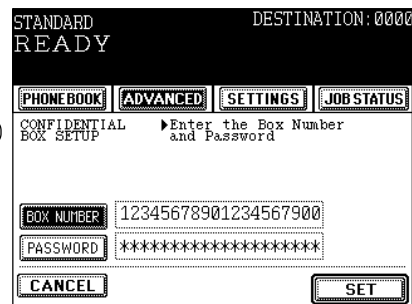
2 Press the **CONFIDENTIAL** (or **BULLETIN BD.**) key, and then the **BOX SETUP** key.

3 Press the **SET** key.



4 Press the **BOX NUMBER** key to display the next screen, enter the box number(s) (max. 20 digits), then press the **SET** key.

- If you want to set up a password, press the **PASSWORD** key to display the next screen, enter the password (max. 20 digits) then press the **SET** key.
- The password is indicated with *'s.



5 Make sure that the registration details are correct, and press the **SET** key.

- If the entered box number has already been registered, the message "Already assigned" is displayed. Press the **BOX NUMBER** key to display the next screen, press the **Space** key to delete the box number which has already been registered in step 4 and enter a new box number.

Tip

The mailboxes that have been registered can be confirmed in the mailbox/relay box report. ► Page 5-39



Setting Up the Relay Mailbox

This section describes how to set up the relay mailbox in the local hub.

1 Perform steps 1 to 4 of the procedure for “Setting Up a Mailbox of Confidential and Bulletin Board”.

- Press the (RELAY) key in step 2.

2 Select the remote FAXes for multi-address relay mail by the phone book or group.

- Press the (GROUP) key to display the group list.
- Press the (PRE) or (NEXT) key to switch the screen.
- You can search the remote FAX from ID number (▶ Page 2-16) and letters (▶ Page 2-17).

3 Make sure that the registration details are correct, and press the (SET) key.

4 Select whether you want to register the destination to which the multi-address relay mail transmission is to be replied.

- If you press the (NO) key, the relay box setting up procedure is completed, and the box will be opened.

5 Specify the destination to which the multi-address relay mail transmission result is to be replied by phone book or the digital keys.

- Only one remote FAX can receive the transmission result.
- To correct the remote FAXes, if they are specified by the phone book, press the same remote FAX key again to clear the highlight, and press the correct remote FAX key. If specified by the digital keys, press the (B Space) key and enter the correct number.

6 Make sure that the registration details are correct, and press the (SET) key.

Tip

The mailboxes that have been registered can be confirmed in the mailbox/relay box report. ▶ Page 5-39

3

STANDARD DESTINATION: 0000
RELAY END NUMBER

PHONEBOOK ADVANCED SETTINGS JOB STATUS

PHONE BOOK SEARCH ID

001 TOSHIBA	005 Nikkou	SEARCH LETTER
002 Zaou	006 Karuizawa	GROUP
003 Ishhiuchi	007 Okutama	
004 Nasu	008 Katsuura	

CANCEL SET NEXT PRE

STANDARD DESTINATION: 0000
READY

PHONEBOOK ADVANCED SETTINGS JOB STATUS

RELAY END REPORT

YES NO

CANCEL

STANDARD DESTINATION: 0001
RELAY END TERMINAL REPORT
123

PHONEBOOK ADVANCED SETTINGS JOB STATUS

PHONE BOOK SEARCH ID

001 TOSHIBA	005 Nikkou	SEARCH LETTER
002 Zaou	006 Karuizawa	GROUP
003 Ishhiuchi	007 Okutama	
004 Nasu	008 Katsuura	

CANCEL BACK SPACE SET NEXT PRE

3-9

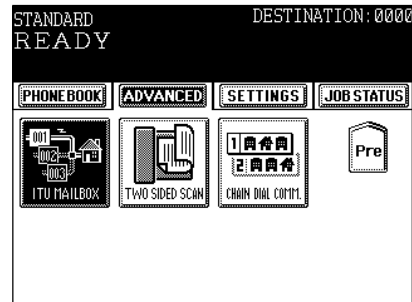
6. MAILBOX (ITU-T COMPATIBLE) (TRANSMISSION) (Cont.)

Setting Up and Deleting a Mailbox in the Mailbox Hub (Cont.)

Deleting a Mailbox

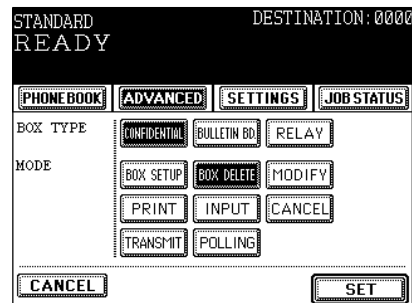
1 Press the **ADVANCED** key to display the advanced menu, then the **ITU MAILBOX** key.

- If the key for the desired function is not shown, press the **Next** key to switch the screen.



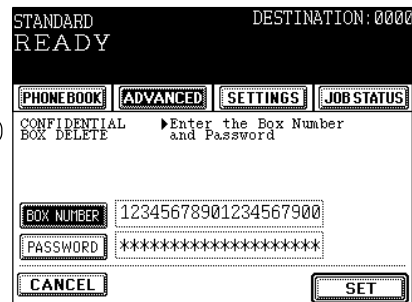
2 Press the **CONFIDENTIAL** (or **BULLETIN BD.** or **RELAY**) key, then the **BOX DELETE** key.

3 Press the **SET** key.



4 Press the **BOX NUMBER** key to display the next screen, enter the box number(s) (max. 20 digits), then press the **SET** key.

- When the password is specified, press the **PASSWORD** key to display the next screen, enter the password (max. 20 digits) then press the **SET** key.
- You can also delete the mailbox with the authorization code.
▶ Page 5-23



5 Press the **SET** key.

- If the entered box number is incorrect, the message "No entry" is displayed. If an incorrect password is entered, the message "Invalid number" is displayed. Enter the correct box number or password.



6 Press the **YES** key.

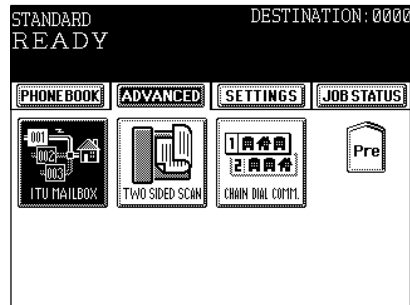
3



Correcting the Relay Mailbox

1 Press the **ADVANCED** key to display the advanced menu, then the **ITU MAILBOX** key.

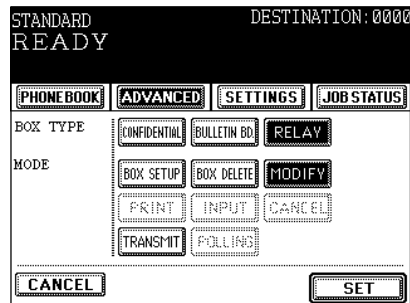
- If the key for the desired function is not shown, press the **Next** key to switch the screen.



3

2 Press the **RELAY** key, then the **MODIFY** key.

3 Press the **SET** key.



4 Press the **BOX NUMBER** key to display the next screen, enter the box number (max. 20 digits), then press the **SET** key.

- When the password is specified, press the **PASSWORD** key to display the next screen, enter the password (max. 20 digits), then press the **SET** key.

5 Press the **SET** key.

- If the entered box number is incorrect, the message "No entry" is displayed. If an incorrect password is entered, the message "Invalid number" is displayed. Enter the correct box number or password.



6 The selected remote FAX is highlighted. Correct the remote FAX.

- Remote FAXes can be added by phone book and group.
- To cancel the remote FAX, press the highlighted remote FAX key again.
- Press the **GROUP** key to display the group list.
- Press the **PRE** or **NEXT** key to switch the screen.
- You can search the remote FAX from ID number number (▶ Page 2-16) and spelling (▶ Page 2-17).



7 Make sure that the registration details are correct, and press the **SET** key.

3-11



6. MAILBOX (ITU-T COMPATIBLE) (TRANSMISSION) (Cont.)

Setting Up and Deleting a Mailbox in the Mailbox Hub (Cont.)

8 Select whether you want to register the destination to which the multi-address relay unit mail transmission result is to be replied.

- If you press the **(NO)** key, the relay box correction procedure is completed, and the box will be opened.

3

9 Specify the destination to which the multi-address relay mail transmission result is to be replied by phone book or digital keys.

- Only one remote FAX can receive the transmission result.
- To change it, delete it and then specify the new destination.

10 Make sure that the registration details are correct, and press the **(SET)** key.

- The box will be opened.

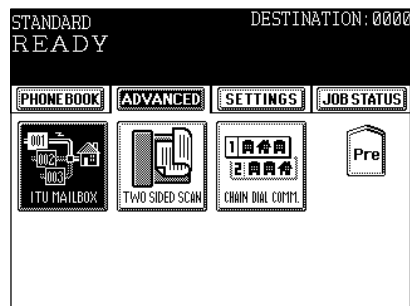


Confidential / Bulletin Board / Multi-address Relay Mail

Storing a Document in a Mailbox of Confidential and Bulletin Board (Local Hub)

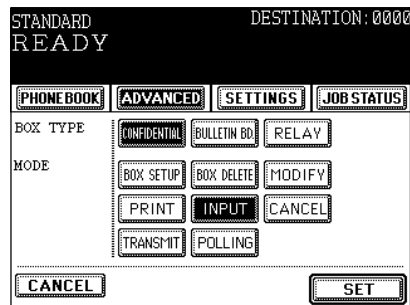
This section describes how to store a document in a mailbox in a local hub.

- 1 Place the original. ▶ Page 2-6
- 2 Set the transmission conditions. ▶ Page 2-10
- 3 Press the **ADVANCED** key to display the advanced menu, then the **ITU MAILBOX** key.
 - If the key for the desired function is not shown, press the **Next** key to switch the screen.

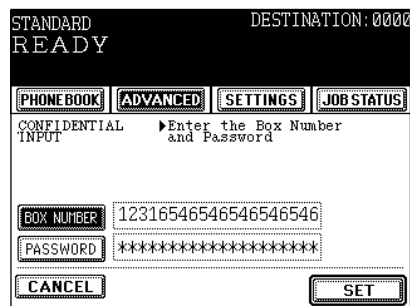


3

- 4 Press the **CONFIDENTIAL** (or **BULLETIN BD.**) key, then the **INPUT** key.
- 5 Press the **SET** key.



- 6 Press the **BOX NUMBER** key to display the next screen, enter the box number (max. 20 digits), then press the **SET** key.
 - When the password is specified, press the **PASSWORD** key to display the next screen, enter the password (max.20 digits) then press the **SET** key.



- 7 Press the **SET** key.
 - If the entered box number is incorrect, the message "No entry" is displayed. If an incorrect password is entered, the message "Invalid number" is displayed. Enter the correct box number or password.
- 8 Press the **START** key to store the document in the memory.
 - To cancel storage, press the **C/⊙ CLEAR/STOP** key, then the **FUNCTION CLEAR** key.

3-13

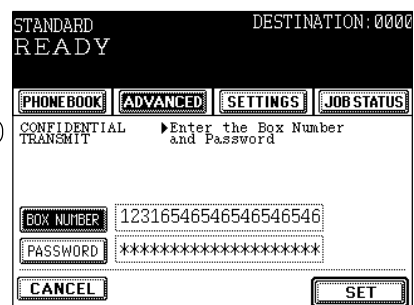
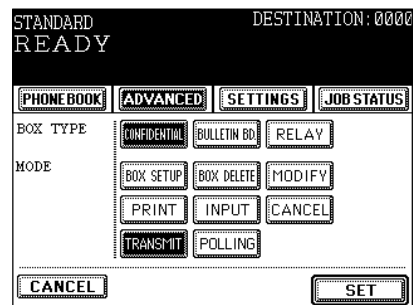
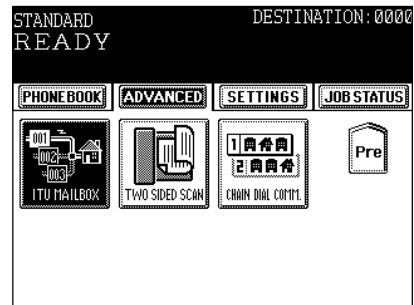
6. MAILBOX (ITU-T COMPATIBLE) (TRANSMISSION) (Cont.)

Confidential / Bulletin Board / Multi-address Relay Mail (cont.)

Sending a Document to a Mailbox (Remote Hub)

This section describes how to send a document to a remote hub from the local hub.

- 1 Place the original. ► Page 2-6
- 2 Set the transmission conditions. ► Page 2-10
- 3 Press the **ADVANCED** key to display the advanced menu, then the **ITU MAILBOX** key.
 - If the key for the desired function is not shown, press the **Next** key to switch the screen.
- 4 Press the **CONFIDENTIAL** (or **BULLETIN BD.** or **RELAY**) key, then the **TRANSMIT** key.
- 5 Press the **SET** key.
- 6 Press the **BOX NUMBER** key to display the next screen, enter the box number(s) (max. 20 digits), then press the **SET** key.
 - When the password is specified, press the **PASSWORD** key to display the next screen, enter the password (max. 20 digits) then press the **SET** key.
- 7 Press the **SET** key.
- 8 Specify the remote FAXes.
 - Specifying by digital keys ► Page 2-12
 - Specifying by phone book ► Page 2-13
 - Specifying by group ► Page 2-14
 - Specifying by multi-address transmission ► Page 2-15
- 9 Press the **START** key.
 - The document starts to be stored in the memory and sent to the mailbox hub.
 - To cancel transmission, press the **C/CLEAR/STOP** key, then the **FUNCTION CLEAR** key.



Retrieving a Document from a Mailbox (Remote Hub)

Receiving a document from a remote mailbox hub. ► Page 4-6

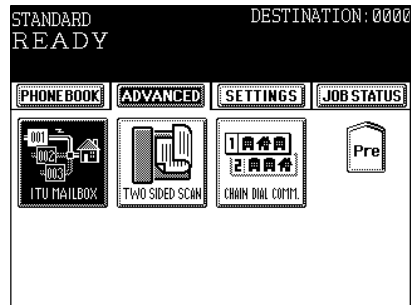


Printing a Document from a Mailbox (Local Hub)

This section describes how to print a document stored in the mailbox at the local hub.

1 Press the **ADVANCED** key to display the advanced menu, then the **ITU MAILBOX** key.

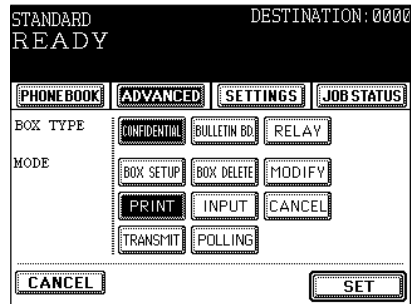
- If the key for the desired function is not shown, press the **Next** key to switch the screen.



3

2 Press the **CONFIDENTIAL** (or **BULLETIN BD.**) key, then the **PRINT** key.

3 Press the **SET** key.

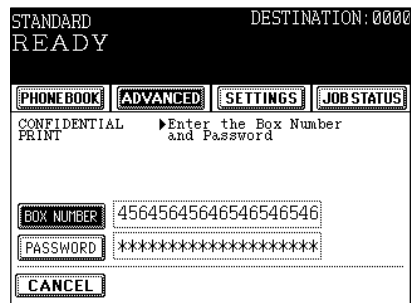


4 Press the **BOX NUMBER** key to display the next screen, enter the box number(s) (max. 20 digits), then press the **SET** key.

- When the password is specified, press the **PASSWORD** key to display the next screen, enter the password (max. 20 digits) then press the **SET** key.

5 Press the **START** key.

- If the entered box number is incorrect, the message "No entry" is displayed. If an incorrect password is entered, the message "Invalid number" is displayed. Enter the correct box number or password.



6. MAILBOX (ITU-T COMPATIBLE) (TRANSMISSION) (Cont.)

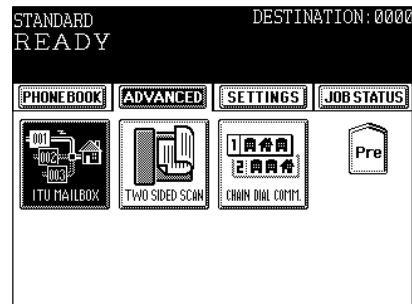
Confidential / Bulletin Board / Multi-address Relay Mail (cont.)

Canceling (Deleting) a Document from a Mailbox (Local Hub)

This section describes how to delete a document stored in the mailbox at the local hub.

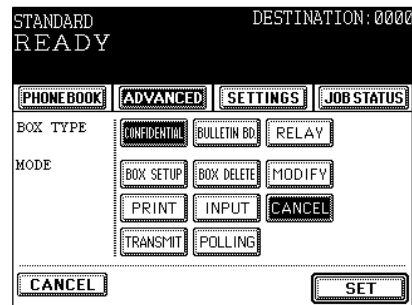
1 Press the **ADVANCED** key to display the advanced menu, then the **ITU MAILBOX** key.

- If the key for the desired function is not shown, press the **Next** key to switch the screen.



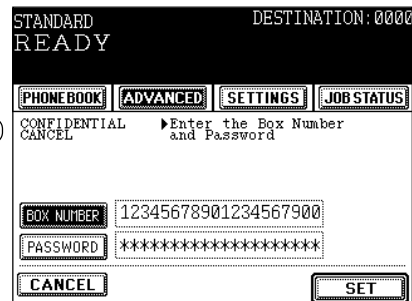
2 Press the **CONFIDENTIAL** (or **BULLETIN BD.**) key, then the upper **CANCEL** key.

3 Press the **SET** key.



4 Press the **BOX NUMBER** key to display the next screen, enter the box number(s) (max. 20 digits), then press the **SET** key.

- When the password is specified, press the **PASSWORD** key to display the next screen, enter the password (max. 20 digits) then press the **SET** key.
- You can also delete the document with the authorization code. ► Page 5-23



5 Press the **SET** key.

- If the entered box number is incorrect, the message “No entry” is displayed. If an incorrect password is entered, the message “Invalid number” is displayed. Enter the correct box number or password.

6 Press the **YES** key.

- The document is deleted from the mailbox.



3

7. POLLING COMMUNICATIONS (TRANSMISSION)

Polling Transmission

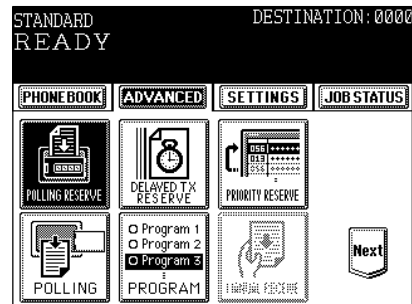
“Polling communications” is a function for receiving originals from a CALLED FAX by a CALLING FAX OPERATION. Polling communications allows the receiver FAX to retrieve documents whenever they are needed. Operations on the transmitter FAX are referred to as “polling transmission.” By polling transmission, the sent originals are stored in the memory. With polling transmission, only one transmission can be reserved. Before you reserve the next polling transmission, first check that the first polling transmission was carried out.

Polled originals are cleared once they are sent by a polling request. Retrieval of originals by remote FAXes not having the same polling number can be inhibited by appending the originals with a password and the receiver’s telephone number information at the FAX sending the originals.

* Polled communication appended with a password can be sent and received only on Toshiba FAXes.

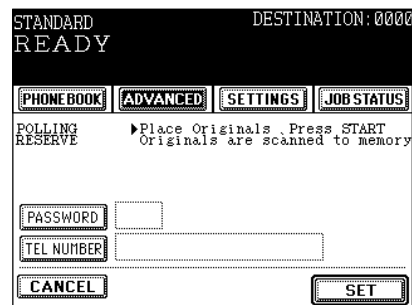
3

- 1 Place the original. ► Page 2-6
- 2 Set the transmission conditions. ► Page 2-10
- 3 Press the **ADVANCED** key to display the advanced menu, then the **POLLING RESERVE** key.



- 4 Enter the password (4 digits) and / or TEL NUMBER (max. 20digits) (if necessary) and then press the **SET** key.

- 5 Press the **START** key.
 - The original starts to be scanned and is stored in the memory.
 - Confirming and canceling the reservation ► Page 2-22



3-17

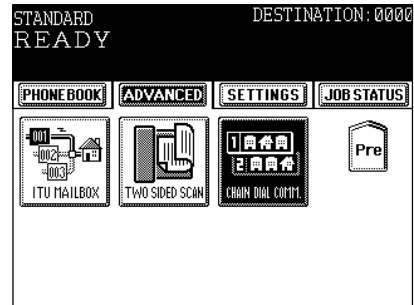
8. CHAIN DIAL COMMUNICATION

More than one dialing operation can be combined. Any combinations of dialing by the phone book and direct entry by the digital keys are available. This function is convenient when you make use of the FAX communication network.

3

1 Press the **ADVANCED** key to display the advanced menu, then the **CHAIN DIAL COMM.** key.

- If the key for the desired function is not shown, press the **Next** key to switch the screen.



2 Specify the remote FAX to be dialed at first by the phone book or using the digital keys.

3 Specify the remote FAX to be dialed next by the phone book or using the digital keys.

4 Press the **START** key.

- The call will start in order of the remote FAXes specified.



4. RECEIVING A FAX

1. Reception modes	4-2
2. Reception settings	4-3
3. Memory RX	4-5
4. Mailbox (ITU-T compatible) (reception)	4-6
• Receiving (retrieving) a document from a mailbox (remote hub)	4-6
5. Polling communications (reception)	4-7
• Polling reception	4-7

● **Cassette exclusively for FAX**

Cassettes can be set for FAX only. (▶ Operator's Manual for Copying Functions "1. Before Making Copies" on page 1-11)

- If a cassette is set for FAX, only the paper set in this cassette is used when the copier receives a FAX.
- The paper that can be set in the cassette for FAX is LD, LG, LT, LT-R, A3, A4, A4-R and B4 sizes.



1. RECEPTION MODES

- **Automatic RX**

FAXes are automatically received when there is an incoming call.

- **Manual RX**

FAXes start to be received when you confirm the call on the telephone, press the **MANUAL RECEIVE** key in the advanced menu and then the **START** key.

- **Memory RX**

This digital copier stores the information of received originals in the memory even if some trouble (e.g. a paper jam or no more paper in the digital copier) occurs during reception and prevents the originals from being printed.

4

- **Mailbox Reception**

You can retrieve documents from mailbox hubs (confidential, bulletin board) that support the ITU-T F code functions.

- **Polling RX**

You can ask the remote FAX for polling transmission, and receive the original that is stored in the remote FAX's memory.

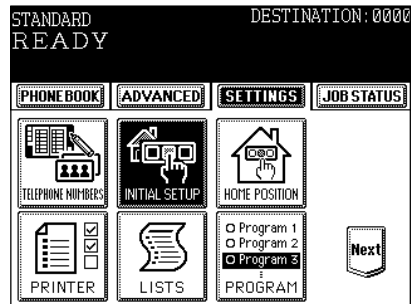
There are two types of polling RX: individual polling RX and multi-polling RX.
A password can also be set.

2. RECEPTION SETTINGS

There are two reception modes : auto reception and manual reception.

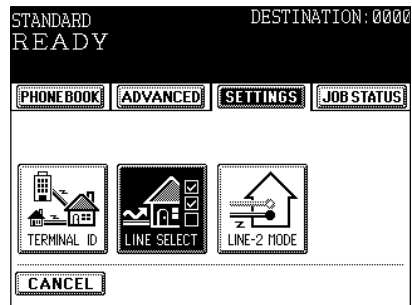
- AUTO reception : Set this mode when the line is being used exclusively by the FAX.
The FAX automatically receives incoming originals.
- MANUAL reception : Set this mode when the FAX is connected to a line used as the telephone line only.

1 Press the **SETTINGS** key to display the settings menu, then the **INITIAL SETUP** key.

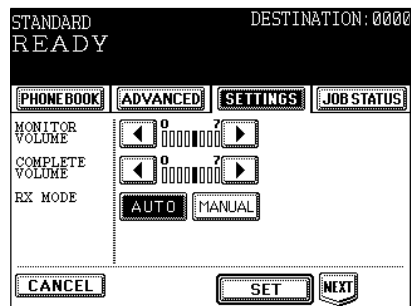


4

2 Press the **LINE SELECT** key.



3 Press the **AUTO** or **MANUAL** key to select the reception mode, then the **SET** key.



4-3



2. RECEPTION SETTINGS (Cont.)

Manual Reception

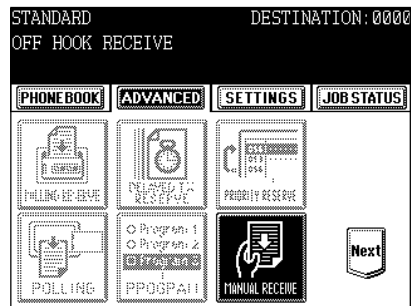
1 When the bell rings, pick up the handset of an external telephone.

- If the incoming call is a telephone call, start talking with the other party.

2 If you hear a low-pitched tone, press the **ADVANCED** key to display the advanced menu, then the **MANUAL RECEIVE** key.

3 Make sure that the message "OFF HOOK RECEIVE" is displayed, press the **START** key and replace the handset.

4



Receiving FAX Information Services

1 Pick up the handset of an external telephone and specify the FAX information service number.

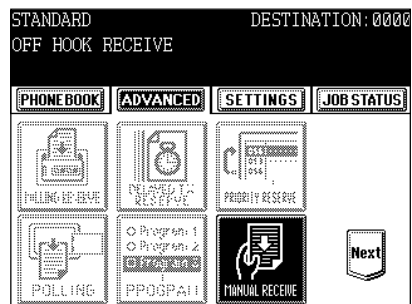
2 When the line is connected to the service, you will hear a pre-recorded announcement. Following the instructions in the announcement, enter the numbers as necessary.

- When the telephone line is a dial pulse line, the service cannot be used as it is. Press the **#** key before you enter the service codes to enable tone transmission.

► Page 7-2

3 Press the **ADVANCED** key to display the advanced menu, then the **MANUAL RECEIVE** key.

4 Make sure that the message "OFF HOOK RECEIVE" is displayed, press the **START** key and replace the handset.





3. MEMORY RX

This digital copier automatically stores the information of received originals in the memory to ensure communications even if some trouble (e.g. a paper jam or no more paper in the copier) occurs during reception and prevents the originals from being printed.

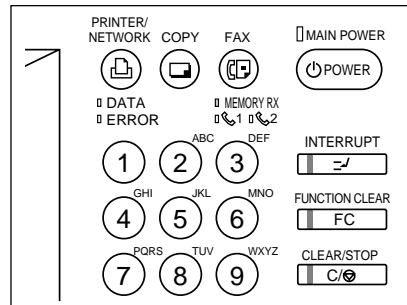
Memory RX is carried out in the following instances:

- During copying
- During printing of received originals
- During printing of lists and reports
- When the digital copier has run out of paper
- During a paper jam
- When the digital copier has run out of toner

1 When incoming originals are received in the memory, the **MEMORY RX** LED on the control panel lights.

2 Eliminate the trouble.

- When the trouble is eliminated, the originals that are received in the memory are automatically output.
- When originals received in the memory have finished being output, the **MEMORY RX** LED goes out.
- A sound that indicates the memory output is finished can be heard for approximately 1 second.



4

4-5

4. MAILBOX (ITU-T COMPATIBLE) (RECEPTION)

Receiving (Retrieving) a Document from a Mailbox (Remote Hub)

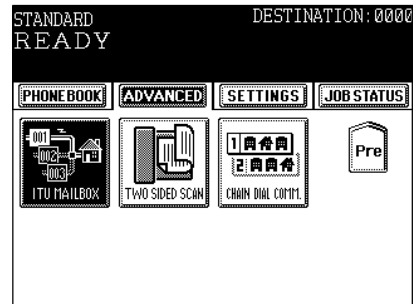
Mailbox allows storage and retrieval of documents via mailboxes that are already set up in a mailbox hub. Mailbox ► Page 3-7

This section describes how to retrieve a document from mailboxes of confidential and bulletin board setup in a remote hub.

4

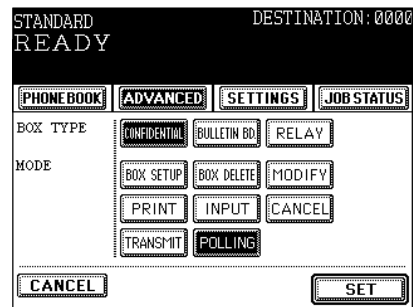
1 Press the **ADVANCED** key to display the advanced menu, then the **ITU MAILBOX** key.

- If the key for the desired function is not shown, press the **Next** key to switch the screen.



2 Press the **CONFIDENTIAL** key or the **BULLETIN BD.** key, then the **POLLING** key.

3 Press the **SET** key.



4 Press the **BOX NUMBER** key, to display the next screen, enter the box number(s) (max. 20 digits), then press the **SET** key.

- When the password is specified, press the **PASSWORD** key to display the next screen, enter the password (max. 20 digits) then press the **SET** key.

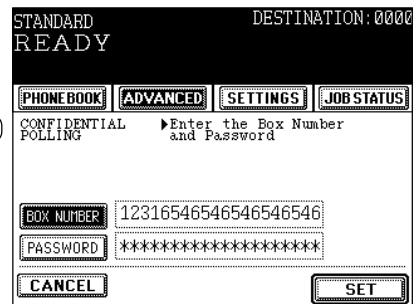
5 Press the **SET** key.

6 Specify the remote FAX.

- Specifying by digital keys ► Page 2-12
- Specifying by phone book ► Page 2-13
- Specifying by group ► Page 2-14
- Specifying by multi-address transmission ► Page 2-15

7 Press the **START** key.

- The mailbox will be retrieved and the document will be received.



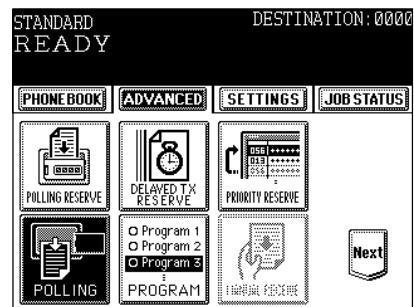
5. POLLING COMMUNICATIONS (RECEPTION)

Polling Reception

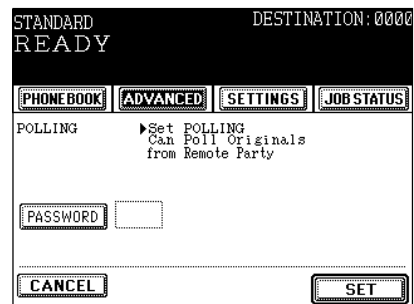
- “Polling communications” is a function for receiving originals from a CALLED (transmitter) FAX by a CALLING (receiver) FAX OPERATION. Polling communications allows the receiver FAX to retrieve documents whenever they are needed.
Operations on the transmitter FAX are referred to as polling transmission. By polling transmission, the sent originals are stored in the memory. ► Page 3-17
Operations on the receiver FAX are referred to as polling reception. There are following two types of polling reception.
Individual polling RX: This function is for receiving originals from a single remote FAX.
Multi-polling RX: This function is for receiving originals from two or more remote FAXes in a single operation.
Direct (by digital keys), phone book and group entry can be combined.
- Polled originals are cleared once they are sent by a polling request. Retrieval of originals by remote FAXes not having the same polling number can be inhibited by appending the originals with a password at the FAX sending the originals.
- Polled originals appended with a password can be sent and received only on Toshiba FAXes.

4

- 1 Press the **ADVANCED** key to display the advanced menu, then the **POLLING** key.



- 2 Enter the password if the password (4 digits) check is used in the polled original from the remote FAX, then press the **SET** key.



- 3 Specify the remote FAX.

- Individual polling RX:
 - Specifying by digital keys ► Page 2-12
 - Specifying by phone book ► Page 2-13
- Multi-polling RX:
 - Specifying by group ► Page 2-14
 - Specifying by multi-address transmission ► Page 2-15

- 4 Press the **START** key.

4-7



4

5. ENTERING AND SETTING ITEMS

1. Entering the remote FAX numbers	5-2
• Entering into phone book	5-2
• Entering into groups	5-7
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• Entering the terminal ID	5-11
• Entering programs	5-14
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• Setting the initial transmission mode (home position)	5-16
• Setting the reception mode	5-17
• Setting at the 2nd line board (optional) installation	5-19
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• Setting the authorization code	5-23
4. Setting reception and printing	5-24
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• Setting RX printing	5-27
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5. RDC password setting	5-30
6. Outputting lists & reports	5-31
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• Samples of lists & reports	5-34

See the Operator's Manual for Copying Functions for how to enter letters.



1. ENTERING THE REMOTE FAX NUMBERS

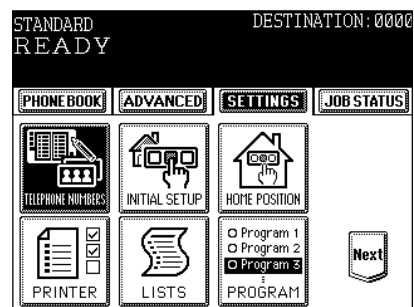
Entering into Phone Book

If you register remote FAX numbers into the phone book in advance, you can specify them in a single touch at transmission and reception. You can enter the following items into the phone book.

- ID number ----- Enter a number within the range from 001 to 400. This number can be used to find a remote FAX number by ID number.
- Name of remote FAX ----- Enter a name comprising up to 20 letters.
Note, however, that only the leading 12 letters can be displayed in the phone book screen.
- TEL Number of remote FAX ----- Enter the TEL (FAX) number (max. 128 digits) of the remote FAX.
- 2nd TEL Number ----- The call is routed to the sub number (max. 128 digits) when the main line is busy.
- SUB/SEP/PWD ----- SUB/SEP and PWD can be registered to each remote FAX you are entering.
SUB/SEP/PWD ► Page 5-4
- Quality TX ----- Set whether or not to specify Quality TX to each of the remote FAX numbers you are entering.
- Transmission type ----- Choose from memory TX and direct TX for each remote FAX.
- ECM ----- Set whether or not to specify ECM to each of the remote FAX numbers you are entering. ECM communication ► Page 2-9
- Line ----- Set the line to be used for transmission to each remote FAX you are entering (with the FAX board attached).
- Transmission attenuator --- Set the transmission attenuator for each remote FAX.
* For details on setting, consult your nearest Toshiba Service Station.

5

1 Press the **SETTINGS** key to display the settings menu, then the **TELEPHONE NUMBERS** key.

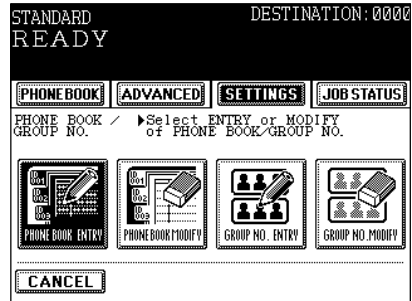


5-2

ENTERING AND SETTING ITEMS



2 Press the **PHONE BOOK ENTRY** key.



3 Press the ID number that you want to enter.

- Press the **PRE** or **NEXT** key to switch between the ID number screens until the desired remote FAX is found.
- You cannot specify an ID number already assigned.



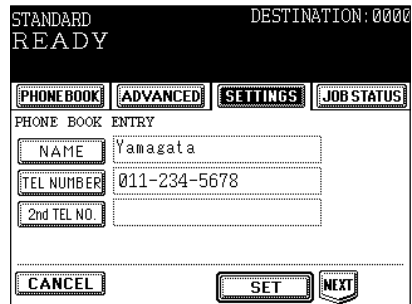
5

4 Press the **NAME** key, and enter the name of the remote FAX in the letter entry screen.

- Entering letters ► Operator's Manual for Copying Functions

5 Press the **TEL NUMBER** key, enter the FAX number using the digital keys, and press the **SET** key. Press the **2nd TEL NO.** key, enter the FAX number using the digital keys, and press the **SET** key.

- Enter the 2nd TEL number if necessary.
- 128 digits can be entered in the **TEL NUMBER** and the **2nd TEL NO.** at maximum.

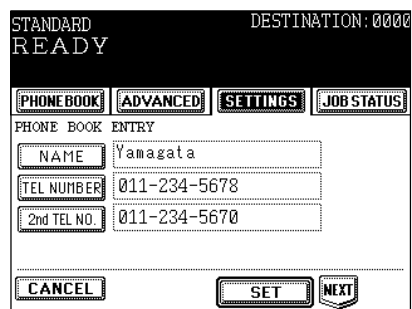


6 Press the **SET** key to finish the registration. Press the **NEXT** key if you set the OPTION.

Tip

The default settings of the OPTION are as follows:

- SUB/SEP and PWD : No information
- Quality TX : OFF
- TX type : MEMORY TX
- ECM : ON
- Attenuator : 15
- Line select : OFF



5-3

1. ENTERING THE REMOTE FAX NUMBERS (Cont.)

Entering into Phone Book (Cont.)

7 Set the items to be changed.

- To set the SUB/SEP, press the **(SUB/SEP)** key, enter the SUB or SEP information (max.20 digits) as the sub-address and press the **(SET)** key.
- To set the PWD, press the **(PWD)** key, enter the PWD information (max.20 digits) and press the **(SET)** key.
- To adjust the transmission attenuator, use the **(←0)** and **(15→)** keys.
- To set the other items, press the desired keys.

Tip

SUB, SEP and PWD are attached when the remote FAX you are communicating with needs a sub-address.

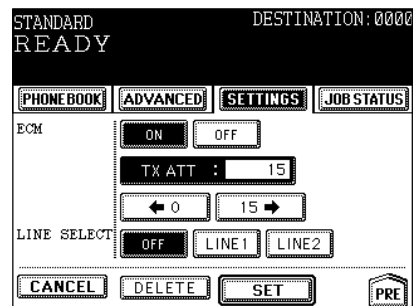
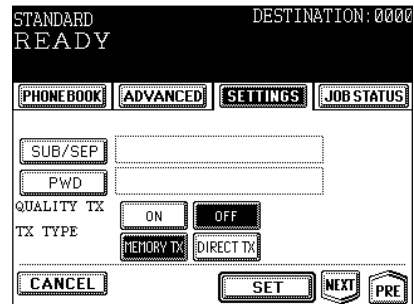
Sub-address is divided into the following three information:

- SUB (sub-address) : Entering information
- SEP (selective polling address) : Retrieving information
- PWD (password) : Password

*Up to 20 digits of information can be stored for each of these sub-addresses.

When you send documents, you can specify a sub-address or password compatible with ITU-T (International Telecommunications Union Telecommunications) standards.

*To use this function, the remote FAX must be a model capable of setting an ITU-T compatible sub-address or password. For details, contact your nearest Toshiba Service Station.



5

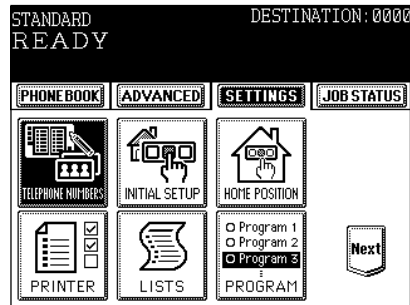
8 Check the settings that have been entered, and press the **(SET)** key.

- The screen returns to the "phone book entry" menu.
- If you continue entering into phone book, go back to step 3. If you complete the setting, press the **(FUNCTION CLEAR)** key on the control panel or the **(CANCEL)** key.
- The registered items can be confirmed in the phone book number information. ► Page 5-37

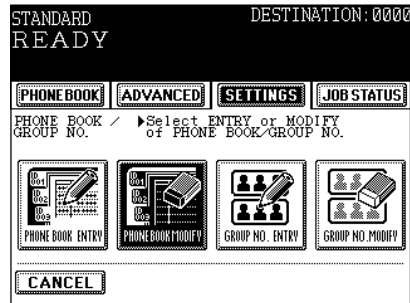


Correcting Phone Book Entries

- 1 Press the **SETTINGS** key to display the settings menu, then the **TELEPHONE NUMBERS** key.

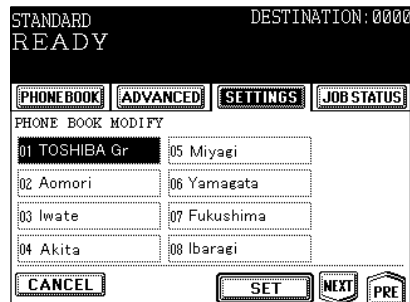


- 2 Press the **PHONE BOOK MODIFY** key.



5

- 3 Press the ID number that has items to be corrected.
 - Press the **PRE** or **NEXT** key to switch between the ID number screens until the desired remote FAX is found.
 - You cannot specify non-assigned ID numbers.

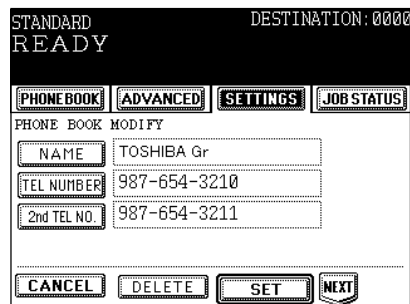


- 4 Press the key of the item to be corrected, and correct the setting.
 - Press the **PRE** or **NEXT** key to switch between the screens and modify all the items to be corrected.

- 5 Press the **SET** key.
 - The screen returns to the "phone book modify" menu.

Tip

You cannot correct nor delete remote FAX numbers whose transmission is reserved.



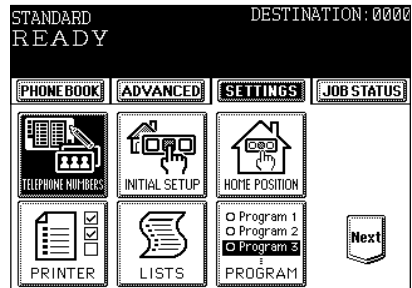
5-5

1. ENTERING THE REMOTE FAX NUMBERS (Cont.)

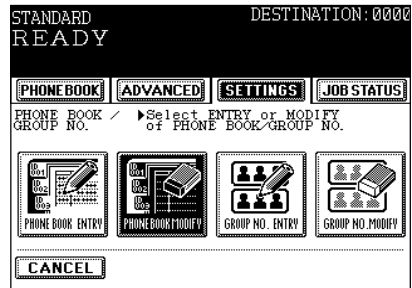
Entering into Phone Book (Cont.)

Deleting Phone Book Entries

1 Press the **SETTINGS** key to display the settings menu, then the **TELEPHONE NUMBERS** key.

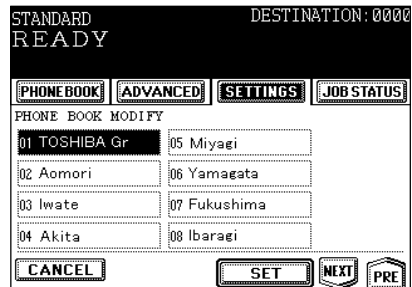


2 Press the **PHONE BOOK MODIFY** key.

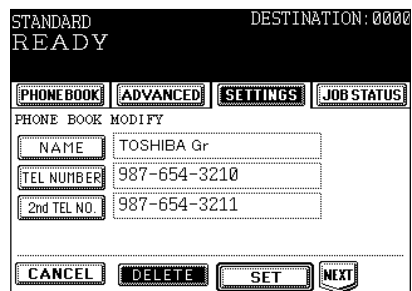


3 Press the ID number to be deleted.

- Press the **PRE** or **NEXT** key to switch between the ID number screens until the desired remote FAX is found.
- You cannot specify non-assigned ID numbers.



4 Press the **DELETE** key.

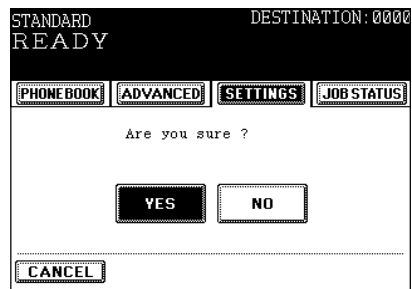


5 If it is OK to delete them, press the **YES** key.

- The screen returns to the "phone book modify" menu.

Tip

You cannot correct nor delete remote FAX numbers whose transmission is reserved.

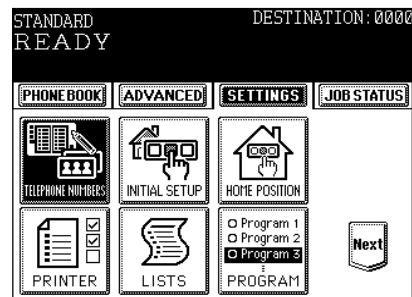


Entering into Groups

If you have already entered numbers into a phone book, you can combine them as a “group.” Up to 50 groups can be registered. You can enter the following items.

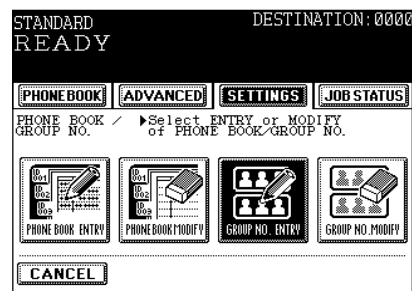
- ID number ----- Enter a number within the range 01 to 50. This number can be used to find a remote FAX number by ID number.
- Group name ----- Enter a name comprising up to 20 letters. Note, however, that only the leading 12 letters can be displayed in the phone book screen.
- Remote FAX ----- Up to 400 destinations can be registered in a group.

1 Press the **SETTINGS** key to display the settings menu, then the **TELEPHONE NUMBERS** key.



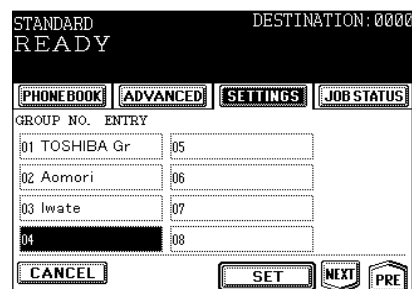
5

2 Press the **GROUP NO. ENTRY** key.



3 Press the ID number that you want to enter.

- Press the **PRE** or **NEXT** key to switch between the ID number screens until the desired remote FAX is found.
- You cannot specify an ID number which has already been assigned.



4 Press the **GROUP NAME** key, and enter the name of the group in the letter entry screen.

5 Press the **SET** key.



5-7

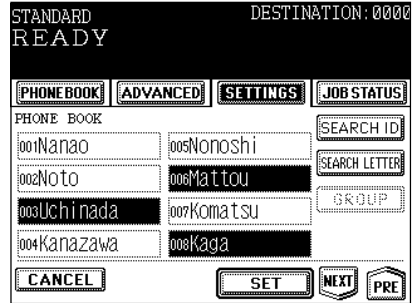


1. ENTERING THE REMOTE FAX NUMBERS (Cont.)

Entering into Groups (Cont.)

6 Press the key of the remote FAX to enter to the group to highlight it.

- Press the **PRE** or **NEXT** key to switch between the remote FAX screens to select all the remote FAXes to be registered.
- Up to 400 destinations can be registered.
- Direct (digital keys) entry (▶ Page 2-16) and group entry (▶ Page 2-17) are not available.
- You can search by ID numbers or letters.



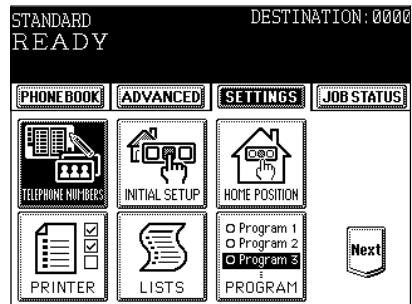
7 When you have finished specifying the remote FAX, press the **SET** key to complete the setting.

- The screen returns to the "group no. entry" menu.
- If you continue entering into the group, go back to step 3. If you complete the setting, press the **FUNCTION CLEAR** key on the control panel or the **CANCEL** key.
- The registered items can be confirmed in the group number information. ▶ Page 5-37

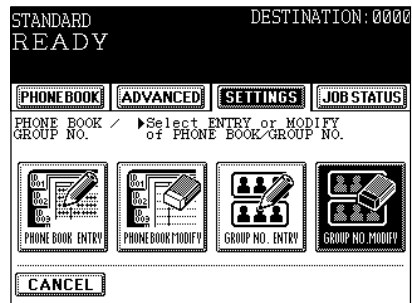
5

Correcting Group Entries

1 Press the **SETTINGS** key to display the settings menu, then the **TELEPHONE NUMBERS** key.



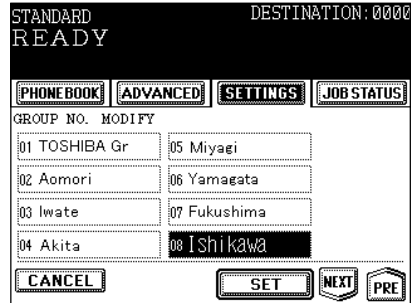
2 Press the **GROUP NO. MODIFY** key.





3 Press the ID number of the group to be corrected.

- Press the (PRE) or (NEXT) key to switch between the ID number screens until the desired remote FAX is found.
- You cannot specify non-assigned ID numbers.



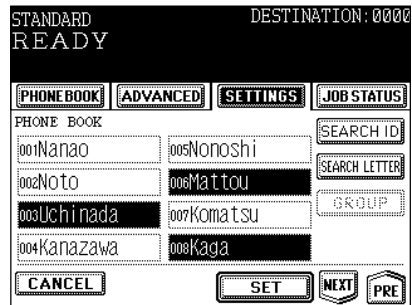
4 If you want to correct the group name, press the (GROUP NAME) key, correct it, and press the (SET) key.



5

5 The selected remote FAXes becomes highlighted. Correct the items.

- To add a remote FAX to a group, press the key of the remote FAX to highlight it.
- To delete a remote FAX from a group, press a highlighted key to turn it off.



6 When you have finished correcting the settings, press the (SET) key.

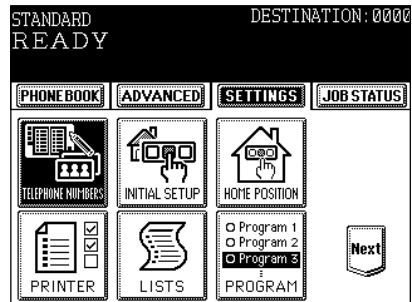
- The screen returns to the group menu.

Tip

You cannot correct nor delete groups whose transmission is reserved.

Deleting Group Entries

1 Press the (SETTINGS) key to display the settings menu, then the (TELEPHONE NUMBERS) key.

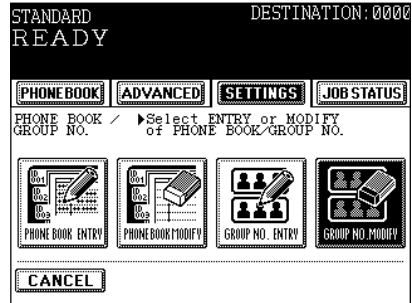


5-9

1. ENTERING THE REMOTE FAX NUMBERS (Cont.)

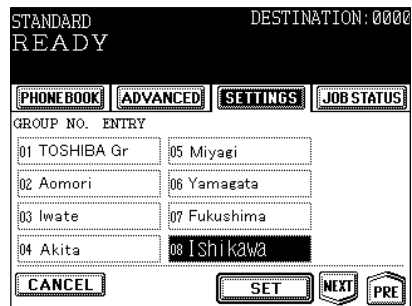
Entering into Groups (Cont.)

2 Press the **GROUP NO. MODIFY** key.

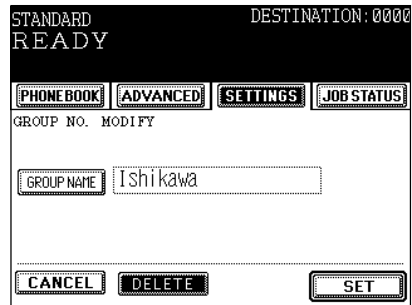


3 Press the ID number of the group to be deleted.

- Press the **PRE** or **NEXT** key to switch between the ID number screens until the desired remote FAX is found.
- You cannot specify non-assigned ID numbers.



4 Press the **DELETE** key.



5 If it is OK to delete them, press the **YES** key.

- The screen returns to the group menu.

Tip

You cannot correct nor delete groups whose transmission is reserved.





2. ENTERING VARIOUS FUNCTIONS

Entering the Terminal ID

If you enter the ID name in advance, you can print out sender's information on the leading edge of originals that are transmitted and receiver's information on the trailing edge of originals that are received.

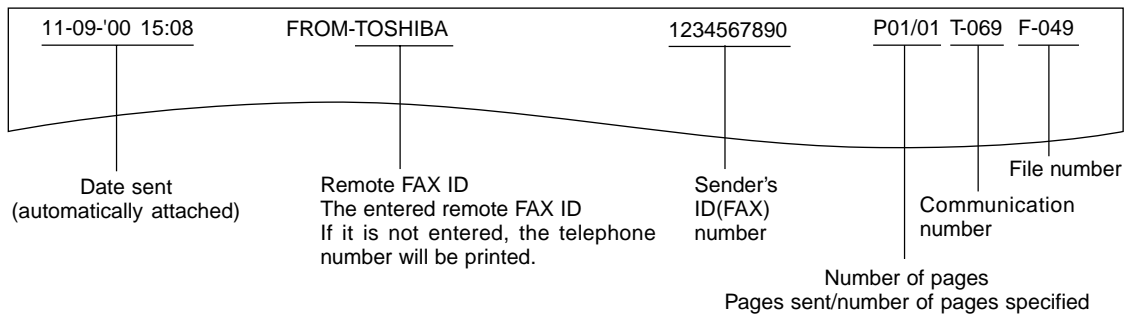
- Details to Enter: ID name (max. 20 characters)
ID number (max. 20-digit number)
Printing of international code (ON/OFF)

THE TELEPHONE CONSUMER PROTECTION ACT: The Telephone Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electronic device to send any message via a telephone fax machine unless such a 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.

In order to program this information into your fax machine, you should complete the setup procedures listed for station ID number and name on pages 5-12 to 5-14 in this manual.

5

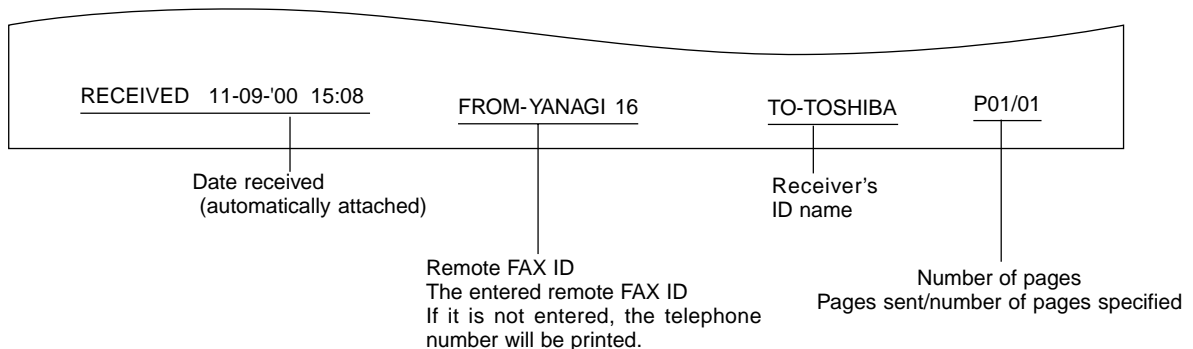
(Example of how Sender's Information is Printed on Originals Received by the Remote FAX)



Tip

Sender's information is printed about 5 mm from the top edge of the transmitted original.

(Example of how Receiver's Information is Printed on Originals you Received)



Tip

Receiver's information is printed about 5 mm from the bottom edge of the received original.

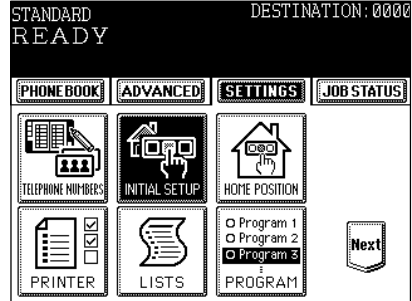
5-11



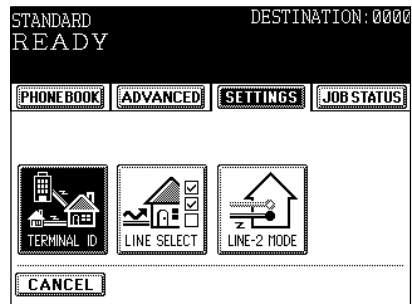
2. ENTERING VARIOUS FUNCTIONS (Cont.)

Entering the Terminal ID (Cont.)

- 1 Press the **SETTINGS** key to display the settings menu, then the **INITIAL SETUP** key.



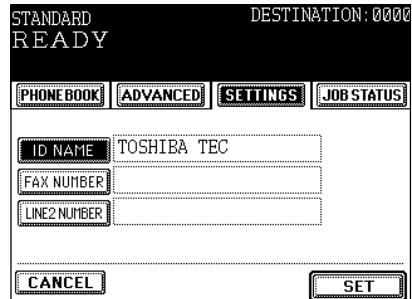
- 2 Press the **TERMINAL ID** key.



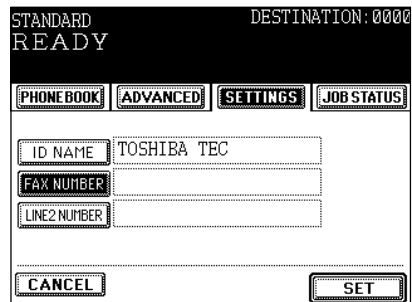
5

- 3 Press the **ID NAME** key and enter the ID name in the letter entry screen (up to 20 characters).
When you have finished entering the letters, press the **SET** key.

- Entering letters ► Operator's Manual for Copying Functions



- 4 Press the **FAX NUMBER** key.





5 Press either the **YES** or **NO** key for adding the international code.

Tip

If you add the international code (your country code) in advance, you can let the remote FAX to know your country when communicating with overseas.

<Example> Registration by adding international code in the terminal ID (234-567-8901).

+ 1 234 567 8901

If the area code starts from "0",
"0" will be omitted.

International code

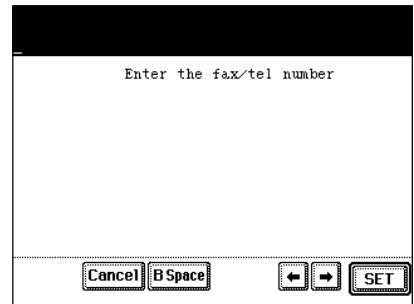
If you press **YES** key in step 5, "+" is added automatically.



6 Enter the terminal number using the digital keys. When you have finished entering the terminal number, press the **SET** key.

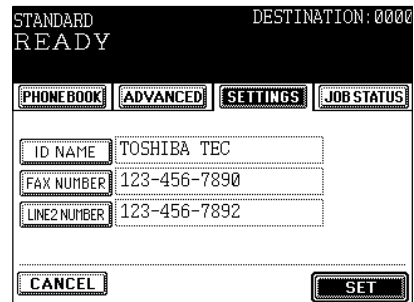
7 Specify the LINE 2 NUMBER in the same way in specifying the FAX NUMBER (steps 4-6).

- The line 2 number can be set when the optional 2nd line board is installed.



8 Check the settings. If they are correct, press the **SET** key to complete entry.

- To change the settings, press the **ID NAME**, **FAX NUMBER** or **LINE2 NUMBER** key again.



5

5-13

2. ENTERING VARIOUS FUNCTIONS (Cont.)

Entering Programs

You can enter frequently used functions and destinations into the program keys, and call up these combinations whenever they are needed. Each combination is referred to as a "program."

You can enter up to 24 programs.

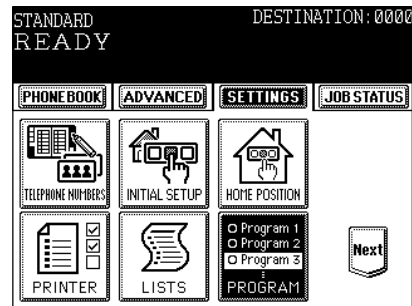
Once you have entered a program, it cannot be canceled. You can, however, enter (overwrite) programs into the same program key again.

1 Set the functions to enter into the **PROGRAM** key. If you want to enter remote FAXes as well, specify them in the phone book menu.

- To register the combinations of more than one function to the program, the grayed-out keys cannot be selected (combined).
- Up to 1000 remote FAXes can be specified either by the digital keys, phone book and group.

5

2 Press the **SETTINGS** key to display the settings menu, then the **PROGRAM** key.



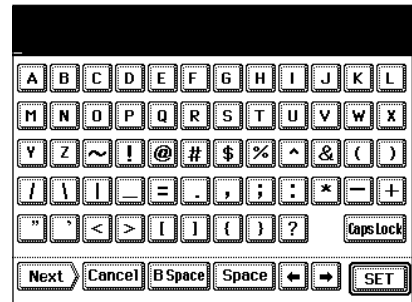
3 Press the desired key to enter the program.

- Or press the **NEXT** or **PRE** key to switch between the program screens until the desired remote FAX is found.
- Pressing the key to which a program has already been entered can overwrite the program.



4 Enter the program name in the letter entry screen.

- Entering letters ► Operator's Manual for Copying Functions



5-14

ENTERING AND SETTING ITEMS

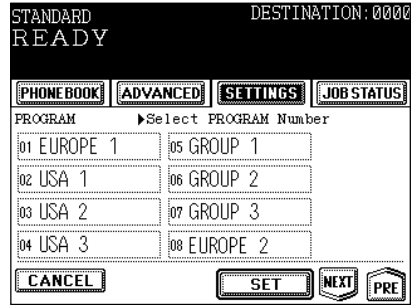


5 When you have finished entering the program name, press the **SET** key.

- The screen returns to the settings menu.
- Press the **FUNCTION CLEAR** key on the control panel to complete the setting.

Tip

The registered items can be confirmed in the program information. ▶ Page 5-36



3. SETTING VARIOUS FUNCTIONS

Setting the Initial Transmission Mode (Home Position)

Set the initial settings for the original transmission conditions and transmission type.

When you send an original without changing the original conditions and transmission mode settings, the original is sent at the values set in the home position.

- Resolution : STANDARD, FINE, U-FINE
- Image quality mode : TEXT, TEXT/PHOTO, PHOTO
- Exposure : AUTO, MANUAL (adjustable in 11 steps)
- Transmission type : MEMORY TX, DIRECT TX
- TTI recording (not available for European, the U.S.A and Canadian version):

ON, OFF

You can send originals appended with a terminal ID preset to your copier. You can set this terminal ID in either of the memory TX or direct TX modes.

Entering the terminal ID ► Page 5-12

- RTI recording : ON, OFF

You can print the received originals appended with time received and a remote FAX ID.

- ECM : ON, OFF ► Page 2-9

5

1 Press the **SETTINGS** key to display the settings menu, then the **HOME POSITION** key.

2 Press the desired key for each item.

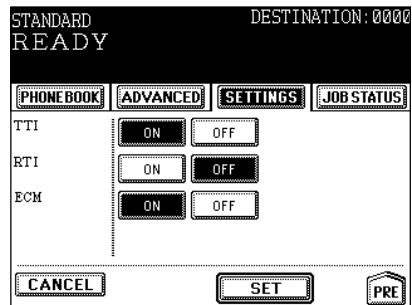
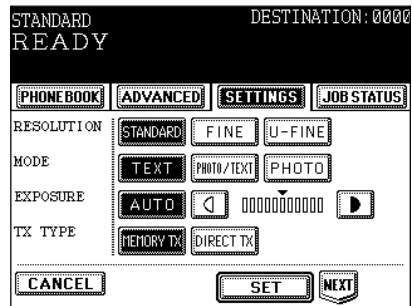
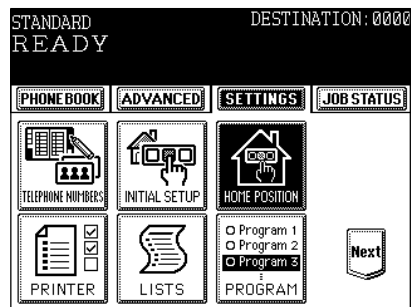
- The screens on the right shows the default setting.
- Press the **NEXT** or **PRE** key to switch between the screens as required.

3 Press the **SET** key.

• THE TELEPHONE CONSUMER PROTECTION ACT:

The Telephone Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electronic device to send any message via a telephone fax machine unless such a 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.

In order to program this information into your fax machine, you should complete the setup procedures listed for station ID number and name on pages 5-12 to 5-14 in this manual.



5-16

ENTERING AND SETTING ITEMS

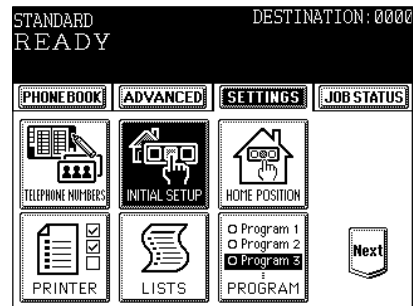


Setting the Reception Mode

Set reception mode such as the volume settings and line-related items.

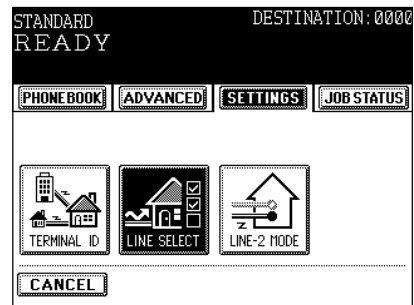
Monitor tone volume	: Adjustable 0-7 steps (0: tone OFF) The "monitor tone" refers to the line monitor tone when the MONITOR/PAUSE key is pressed.
Completion tone volume	: Adjustable 0-7 stages The "completion tone" refers to the ringer tone when original printing has been completed. It can be heard when all originals have finished being printed out.
Reception mode	: AUTO, MANUAL ▶ Page 4-3
Dial type (Line1/Line2)	: DP, MF (not available for the European version) There are two types of telephone lines: dial pulse lines (DP) and multifrequency lines (MF). Change the telephone line settings to match the type of the line you are using, for example, when you first install the copier or when you change the connected telephone line mid-way.

- 1** Press the **SETTINGS** key to display the settings menu, then the **HOME POSITION** key.



5

- 2** Press the **LINE SELECT** key.



5-17

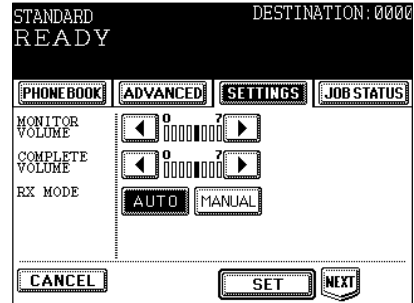


3. SETTING VARIOUS FUNCTIONS (Cont.)

Setting the Reception Mode (Cont.)

3 Press the desired key for each item.

- The screens on the right shows the default settings.
- With the monitor tone volume, you can adjust the line monitor tone volume in the on-hook mode.
- With the completion tone volume, you can adjust the ringer tone volume when original printing has been completed.
- To adjust the volumes, press the and keys. Pressing the key raises the volume, while pressing the key lowers it (When a tone is set to "0", it does not sound)

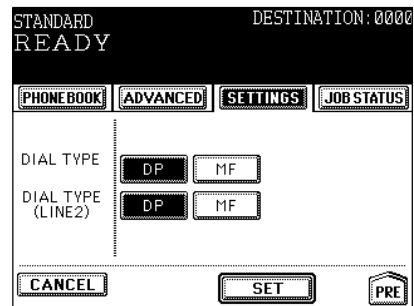


4 Press the **SET** key.

- The registered items can be confirmed in the function list.
▶ Page 5-38

Note

There is no second screen to display the dial types for the European version.



5

Setting at the 2nd Line Board (optional) Installation

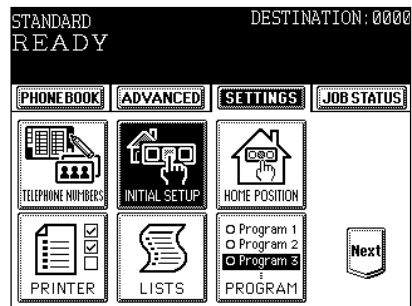
Installing the 2nd line board (optional) allows transmission during reception, reception during transmission, and simultaneous two communications of transmission / reception.

When the 2nd line is used, the following function setting and registration are required.

- Entering terminal ID ► Page 5-12
- Dial type setting
- line-2 setting

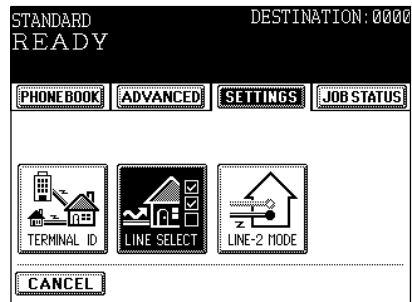
Dial Type Setting

- 1 Press the **SETTINGS** key to display the settings menu, then the **INITIAL SETUP** key.



5

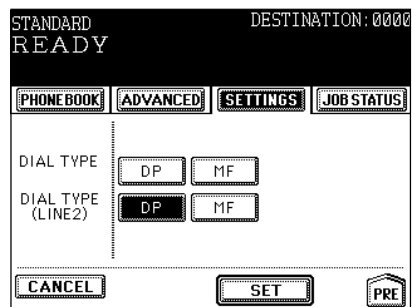
- 2 Press the **LINE SELECT** key.



- 3 Select either of the dial type (line 2) setting from among the **DP** and **MF** keys.

- Press the **NEXT** or **PRE** key to switch between the screens as required.
- DP, MF ► Page 5-17

- 4 Press the **SET** key.



5-19

3. SETTING VARIOUS FUNCTIONS (Cont.)

Setting at 2nd Line Board (optional) Installation (Cont.)

2nd Line Setting

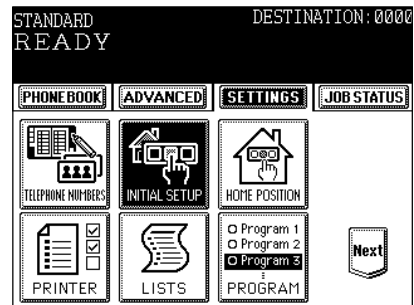
When the optional 2nd line board is installed, its operation can be selected from the following:

- Transmission/Reception : Both transmission and reception are available all the time.
- Reception only (24 hours): The 2nd line is always standing by for reception.
- Reception only (timer) : Only reception is available during the specified period of time.

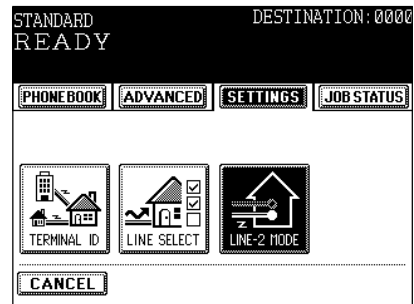
* Even during reception only, the specified line performs transmission if any line has been specified by the options or phone book menu.

5

- 1 Press the **SETTINGS** key to display the settings menu, then the **INITIAL SETUP** key.



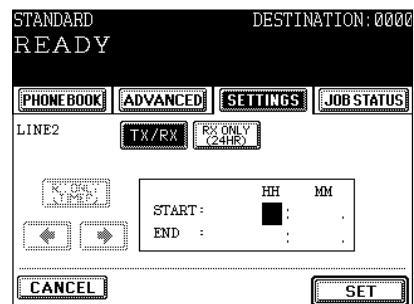
- 2 Press the **LINE-2 MODE** key.



Transmission and Reception (TX/RX)

- 3 Press the **TX/RX** key.

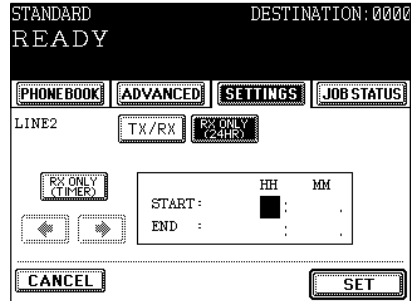
- 4 Press the **SET** key.





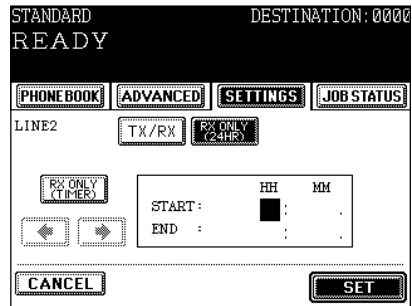
Reception Only

3 Press the **RX ONLY(24HR)** key.



• Making the 2nd line standby for the reception all the time

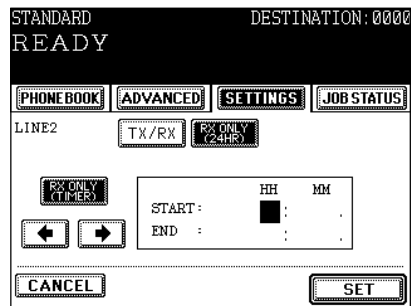
4 Press the **SET** key.



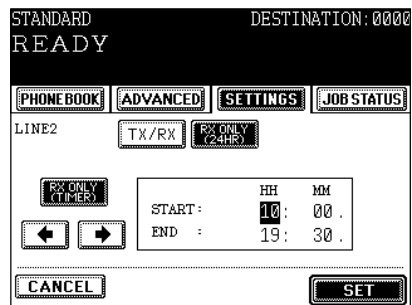
5

• Using the 2nd line for reception only during the specified period

4 Press the **RX ONLY (TIMER)** key.
• Enter the START time and END time using the digital keys.
• Pressing the left or right arrow key moves the cursor.
• Time is displayed in the 24-hour system.



5 Press the **SET** key.



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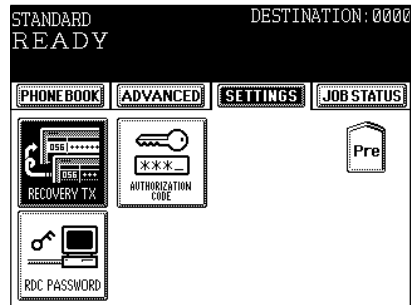
3. SETTING VARIOUS FUNCTIONS (Cont.)

Setting Recovery Transmission

This function allows the operator to select and retransmit a document held in the memory after the initially specified number of redial attempts have failed.

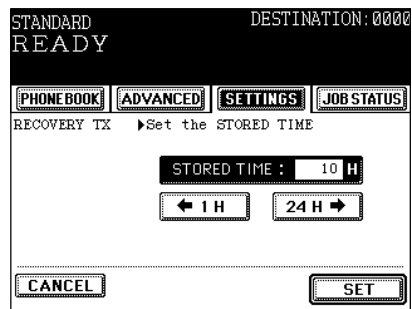
Setting Document-Holding Time in the Memory

- 1 Press the **SETTINGS** key to display the settings menu, then the **RECOVERY TX** key.
 - Press the **NEXT** key to switch between the screens.



5

- 2 Change the document-holding time with the **← 1H** or **24H →** key, and press the **SET** key.
 - The document-holding time can be changed by 1 hour.

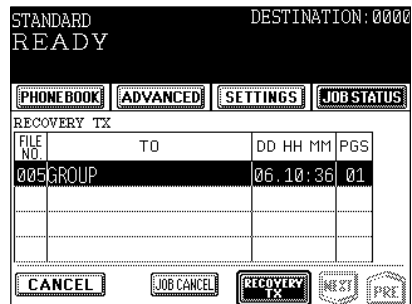


Setting Recovery Transmission

- 1 Press the **JOB STATUS** key to select the job status menu, then the **RECOVERY TX** key.



- 2 Select the file you want to retransmit, and press the **RECOVERY TX** key.
 - The selected job is retransmitted.
 - The transmission result can be confirmed in the transmission journal. ► Page 5-34



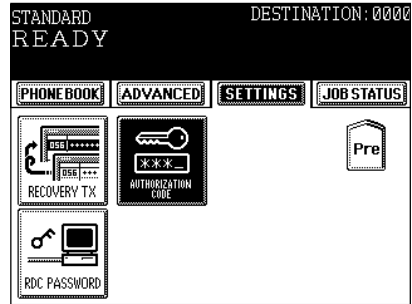
Setting the Authorization Code

An authorization code can be set in this copier in addition to the password for each open mailbox. The authorization code could delete any box.

- Mailbox ► Page 3-7

1 Press the **SETTINGS** key to display the settings menu, then the **AUTHORIZATION CODE** key.

- Press the **NEXT** key to switch between the screens.



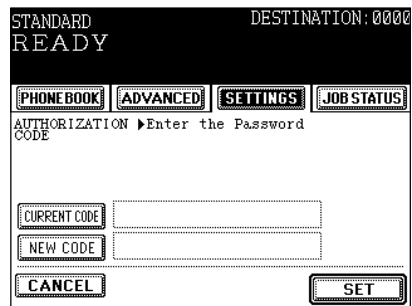
2 Press the **CURRENT CODE** key, enter the code and press the **SET** key.

- New codes cannot be entered at first time. Proceed to step 3.

3 Press the **NEW CODE** key, enter the new code and press the **SET** key.

4 Press the **SET** key.

- The new code is registered if the current code is correct.



5



4. SETTING RECEPTION AND PRINTING

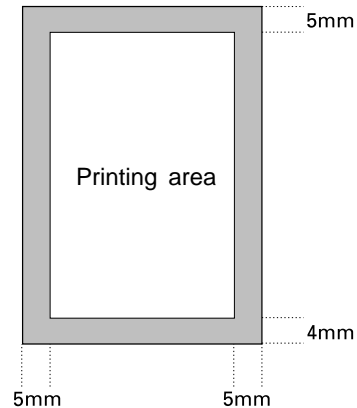
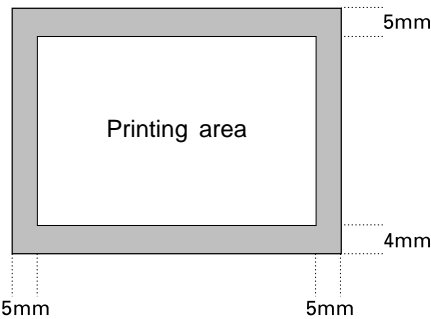
Relationship between Original and Copy Paper

Copy paper size

Originals received on the FAX can be output to LD, LG, LT, ST, A3, B4, A4, B5 and A5 size paper, and are printed in the printing range of each size of copy paper.

Tip

Set the copy paper in the cassettes or the large-capacity feeder (optional).
The paper set on the bypass guide is not available.



5

RX Printing Setting at the Initial Setting

- The received data are printed on the paper which fits the incoming original size.
- When the incoming original is shorter than the paper printing area or the same length, it is printed at its original size.
- When the incoming original is larger than the paper printing area, it is printed according to the following priority:
(Initial setting : Discard printing ON, Reduction printing ON)
 1. Originals are output on larger size paper.
 2. When originals are at most 10mm larger than the printing area; the part of the originals that extends the paper printing area is discarded.
 3. When originals are at least 10mm larger than the printing area;
If the original can fit on a single sheet of paper by reducing it to 90% of its original size, it is reduced and output on a sheet of paper (RX reduction).
If the original cannot fit on a single sheet of paper even if it is reduced to 90% of its original size, it is output on two sheets of paper at its original size (Discard printing).



Paper Priority when there is no Same Size Paper

- When RX reduction printing and discard printing are set to “ON”, paper is selected according to the following priority:
 1. Paper of the same size and same orientation as the received original
 2. Paper of the same size but with a different orientation to the received original
 3. Paper of the same orientation but larger than the received original

American Sizes

Size of Original being Received \ Priority	Ledger	Legal	Letter	Letter	Statement	COMP
1.	Ledger	Legal	Letter	Letter	Statement	COMP
2.		COMP	Letter	Letter	Letter	Ledger
3.		Ledger	Legal	Legal	Letter	
4.		Letter Reduced to 75%	Ledger	COMP	Legal	
5.		Letter Reduced to 75%		Ledger	COMP	
6.					Ledger	

5

5-25



4. SETTING RECEPTION AND PRINTING (Cont.)

Relationship between Original and Copy Paper (Cont.)

European Sizes

Priority	Size of Original being Received					
	A3	B4	A4	A4	A5	FOLIO
1.	A3	B4	A4	A4	A5	FOLIO
2.		A3	A4	A4	A4	B4
3.			A3	FOLIO	A4	A3
4.				B4	FOLIO	A4 Reduced to 75%
5.				A3	B4	A4 Reduced to 75%
6.					A3	

Tip

The paper priority varies according to the RX reduction printing and discard printing settings. For details, contact your service technician.



Setting RX Printing

Set printer settings for when originals received on the FAX are printed.

Two print installations are available: discard printing and RX reduction printing.

- Discard Printing : ON, OFF

ON (initial setting) : If the received original is longer than the recording paper by 10mm, the excess data for the received original will be discarded.

OFF : The received original is printed on two sheets of paper if its length exceeds the paper printing area.

* For detail of DISCARD setting, contact your service technician.

- RX Reduction Printing : ON, OFF

ON (initial setting) : If the received original is longer than the recording paper, it will be vertically reduced to 90% to fit on the installed recording paper.

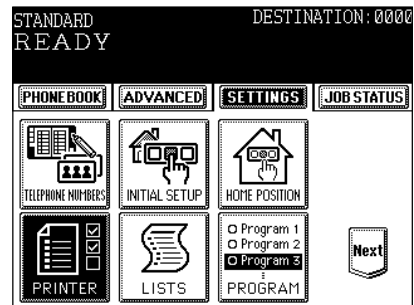
OFF : The received original is printed on two sheets of paper if its length exceeds the paper printing area.

* Cassettes can be set for received FAX printing only. ► Page 1-11 in the Operator's Manual for Copying Functions

Be sure to use LD, LG, LT, LT-R, A3, A4, A4-R or B4.

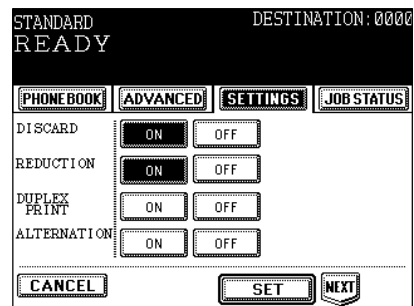
5

- 1 Press **SETTINGS** key to display the settings menu, then the **PRINTER** key.



- 2 Press the **ON** (or **OFF**) key of the DISCARD and/or REDUCTION, then the **SET** key.

- The registered items can be confirmed in the function list.
 - Page 5-38



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4. SETTING RECEPTION AND PRINTING (Cont.)

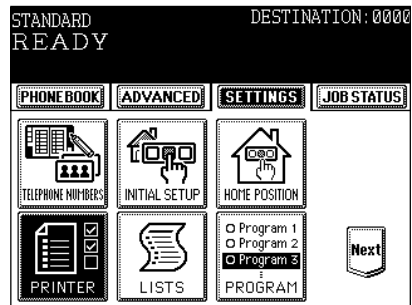
Setting Duplex Printing

This printer setting sets whether or not to print received originals on both sides of the paper loaded in the copier.

* Two-sided printing is possible only for the same size of the received originals.

* When the copier runs out of paper during duplex printing, the rest of the document is printed in double-sided on another size of paper.

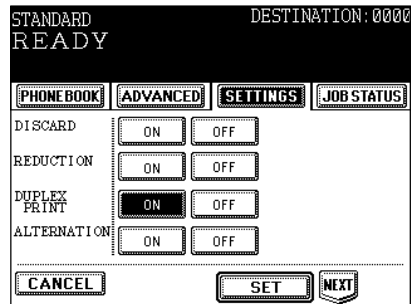
- 1 Press the **SETTINGS** key to display the settings menu, then the **PRINTER** key.



5

- 2 Press the **ON** key of the **DUPLEX PRINT**, then the **SET** key.

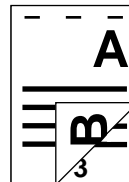
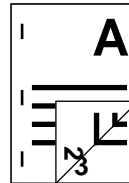
- The registered items can be confirmed in the function list.
▶ Page 5-38



Tip

Duplex printing direction differs depending on the received original size.

- Received LD, LG, LT, A3, A4 or B4-sized originals are printed so that they can be bound in the widthwise direction.
- Received ST, A5 or B5-sized originals are printed so that they can be bound in the lengthwise direction.



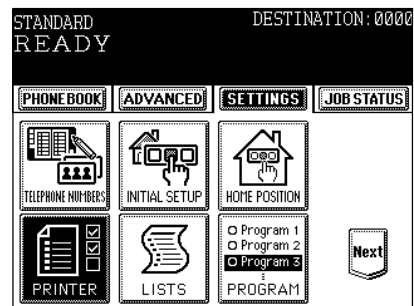
Setting the Alternation

The printer setting sets whether or not to output every job of received originals alternately.

* Alternate printing is possible only for LT/A4-sized paper. Set the LT and LT-R, or A4 and A4-R cassettes.

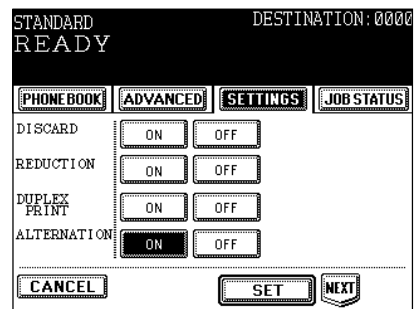
* When the copier runs out of paper during alternate printing, the rest of the document is printed on the remaining paper.

- 1 Press the **SETTINGS** key to display the settings menu, then the **PRINTER** key.



- 2 Press the **ON** key of the **ALTERNATION**, then the **SET** key.

- The registered items can be confirmed in the function list.
▶ Page 5-38

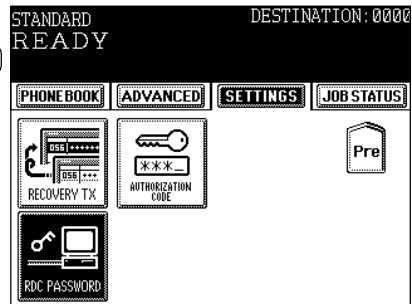


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5. RDC PASSWORD SETTING

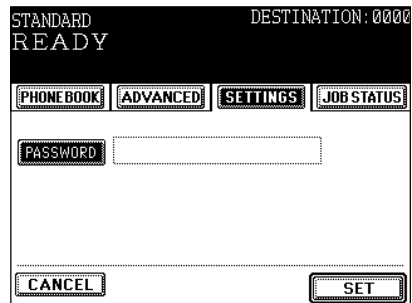
Set the security password for RDC communication.
For details of RDC communication, consult your service technician.

- 1 Press the **SETTINGS** key to display the settings menu, the **NEXT** key, then the **RDC PASSWORD** key.

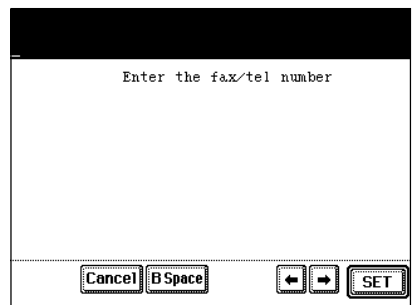


5

- 2 Press the **PASSWORD** key.



- 3 Enter the RDC password using the digital keys and press the **SET** key.



6. OUTPUTTING LISTS & REPORTS

Manually Outputting Lists and Reports

You can output the following lists and reports.

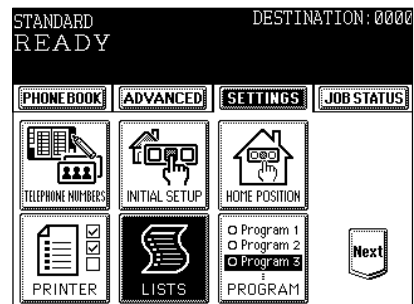
- Lists and reports are output on LT/A4-size paper.
- If the copier is out of LT/A4-size paper, lists and reports are output on larger size paper.

- | | |
|---------------------------------|---|
| • Transmission journal | : Output after every 40 or 120 transmissions. Switching the number of communications output ▶ Page 5-32 |
| • Reception journal | : Output after every 40 or 120 receptions. Switching the number of communications output ▶ Page 5-32 |
| • Reservation list | : List of the settings of the reserved files in the memory that are standing by to be sent |
| • Program information | : List of the settings of individual programs |
| • Phone book number information | : List of names, phone numbers of remote FAXes, SUB/SEP and PWD entered in the phone book |
| • Group number information | : List of names and remote FAXes entered in a group |
| • Function list | : List of current system settings |
| • Mailbox/relay box report | : List of the current status of mailboxes |

5

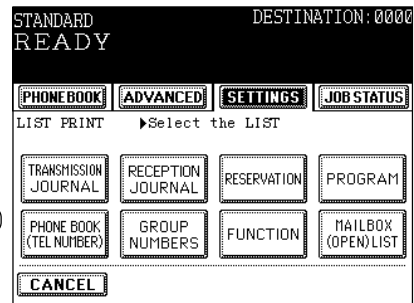
Outputting Lists and Reports

- 1 Press the **SETTINGS** key to display the settings menu, then the **LISTS** key.



- 2 Press the key for the list or report that you want to output.

- 3 Press the **START** key.
 - Printing will start.
 - To cancel the printing of lists and reports midway, press the **CLEAR/STOP** key, then the **FUNCTION CLEAR** key.



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6. OUTPUTTING LISTS & REPORTS (Cont.)

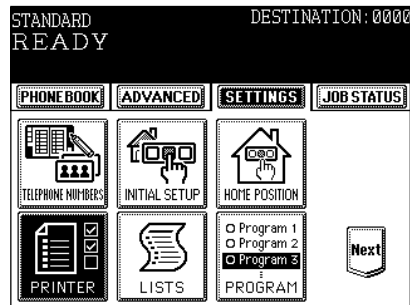
Manually Outputting Lists and Reports (Cont.)

Setting the Number of Communications Output on Transmission/Reception Journal

The number of communications on the transmission/reception journal manually output can be selected from 40 and 120.

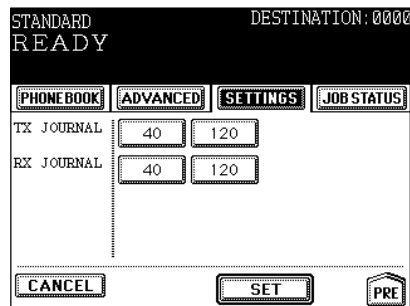
1 Press the **SETTINGS** key to display the settings menu, then the **PRINTER** key.

2 Press the **NEXT** key.



5

3 Select the number of communications output on the transmission journal and the reception journal respectively, then press the **SET** key.



Error Code Table

If an error occurs during communications, an error code is indicated in the Transmission journal or Reception journal. Refer to the following table for the remedy.

Error Code	Description	Remedy
12	Original jam	Clear the jammed original.
13	Door open	Firmly close the open door.
20	Power interruption	Check the power interruption report.
30	Reset	
33	Polling Error	Check polling options setup (Security Code, etc.), and check if the polling document exists.
42	Memory full	Make sure that there is sufficient memory before making the call again.
50	Line busy	Retry communications.
53, B1	Security Mismatch in Relay or Mail Box transmission	Confirm the remote party's Security Code, system password, and your setup.
B0 l E8	Communications error	Retry communications.



Automatically Outputting Lists and Reports

Reports are output if output conditions are satisfied when AUTOMATIC JOURNAL is set "ON".

- Lists and reports are output on LT/A4-size paper.
- If the copier is out of LT/A4-size paper, lists and reports are output on larger size paper.

• Transmission journal	: Output after every 40 or 120 transmissions. Switching the number of communications output ▶ Page 5-32
• Reception journal	: Output after every 40 or 120 receptions. Switching the number of communications output ▶ Page 5-32
• Memory transmission report	: Output when memory TX fails. Reduced document is attached. (*1)(*2)
• Multi-transmission report	: After multi-address transmission has ended, this report is output to show the results of transmission in two separate reports, one for terminals to which the original was sent successfully and one for terminals to which transmission failed.
• Polling report	: After polling RX has ended, this report is output to show the results of reception in two separate reports, one for terminals from which originals were received successfully and one for terminals from which reception failed.
• Mailbox reception report	: Output when the original is received in the confidential, bulletin board or relay mailbox.
• Relay TX end terminal report	: After transmission to the relay transmission end terminals has ended, this report is output to show the results of transmission in two separate reports, one for terminals to which the original was sent successfully and one for terminals to which transmission failed.
• Power failure list	: The data from all the documents which have been erased from the memory will be output when the main power switch is turned ON after the power has failed during FAX communication.

5

Tip

Initial settings are as follows:

For details on how to change these settings, contact a Toshiba service technician.

	Initial Setting	Output Condition when Setting is ON
Transmission journal	ON	This report is output after every 40 or 120 transmissions.
Reception journal	ON	This report is output after every 40 or 120 receptions.
Memory transmission report	ON	This report is output when memory TX fails.
Multi-transmission report	ON	This report is output when multi-address TX fails.
Polling report	ON	This report is output when polling TX fails.
Mailbox reception report	ON	This list is output when the registration of codes is accepted.
Relay TX end terminal report	ON	This report is output when transmission to relay transmission end terminal fails.
Power failure list	ON	This report is output when the contents of the image memory are in error when the power is turned ON.

5-33



6. OUTPITTING LISTS & REPORTS (Cont.)

Samples of Lists & Reports

Transmission Journal (Manually and Automatically Output)

This is the list of the transmission-related information such as communication results and remote FAX numbers.

- Output information for the last 40 or 120 communications can be confirmed.
Switching the number of communications output ► Page 5-32
- The mark ◆ on the "TO" is appended when the 2nd TEL NUMBER is used for transmission.
- The mark ◆ on the "MODE" is appended when the 2nd line is used.
- If any errors occur during transmission, the error code is displayed after the "STATUS" (NG). ► Page 5-32

TRANSMISSION JOURNAL									
							TIME	:	09-11-'00 17:55
							TEL NO.1	:	+2131234567
							TEL NO.2	:	+2131235678
							NAME	:	TOSHIBA L.A.
NO.	FILE NO.	DATE	TIME	DURATION	PGS	TO	DEPT	MODE	STATUS
001	002	09.11	16:59	00:23	1	◆ TOSHIBA NY OFFICE		◆ EC C03	OK
002	010	09.11	17:33	00:00	0	2123456789			NG 50

5

Reception Journal (Manually and Automatically Output)

This is the list of the reception-related information such as communication results and remote FAX numbers.

- Output information for the last 40 or 120 communications can be confirmed.
Switching the number of communications output ► Page 5-32
- The mark ◆ on the "TO" is appended when the 2nd TEL NUMBER is used for transmission.
- The mark ◆ on the "MODE" is appended when the 2nd line is used.
- If any errors occur during transmission, the error code is displayed after the "STATUS" (NG). ► Page 5-32

RECEPTION JOURNAL									
							TIME	:	09-11-'00 17:55
							TEL NO.1	:	+2131234567
							TEL NO.2	:	+2131235678
							NAME	:	TOSHIBA L.A.
NO.	FILE NO.	DATE	TIME	DURATION	PGS	FROM	DEPT	MODE	STATUS
001	003	09.09	14:23	00:00	0	TOSHIBA USA HQ		◆	NG 50
002	007	09.07	17:20	00:32	1	◆ 3109998888		EC C03	OK

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ENTERING AND SETTING ITEMS



Reservation List (Manually Output)

This is the list of the jobs that are standing by for the transmission and recovery transmission.

- The mark ☎ on the "TO" refers to the top of the telephone number.
- The mark G on the "TO" refers to group.

RESERVATION LIST						
					TIME	: 09-11-'00 18:41
					TEL NO.1	: +2131234567
					TEL NO.2	: +2131235678
					NAME	: TOSHIBA L.A.
TX/RX						
FILE NO.	DATE	TIME	FUNCTION	PGS	TO	DELAY TIME
017	09.11	18:41	MULTI TX	1	G ABC EXPRESS	
018	09.11	18:41	POLLING RX		☎2141112222	
019	09.11	18:41	SINGLE TX	1	XYZ CORPORATION	
RECOVERY TX						
FILE NO.	DATE	TIME	FUNCTION	PGS	TO	DELAY TIME
013	09.11	18:01	MULTI TX	1	1st BRANCH 2nd BRANCH	

5






6. OUTPITTING LISTS & REPORTS (Cont.)

Samples of Lists & Reports (Cont.)

Program Information (Manually Output)

This is the list of the programs that have been registered.

- The mark  on the "TO" refers to the top of the telephone number.

PROGRAM INFORMATION		TIME	: 09-11-'00 17:56
		TEL NO.1	: +2131234567
		TEL NO.2	: +2131235678
		NAME	: TOSHIBA L.A.
PROGRAM NUMBER	: 01		
PROGRAM NAME	: GROUP 1		
RESOLUTION	: U-FINE		
MODE	: TEXT/PHOTO		
EXPOSURE	: 5		
TX TYPE	: MEMORY TX		
ORIGINAL	: B5		
ECM	: OFF		
QUALITY TX	: ON		
LINE SELECT	: LINE2		
POLLING STATUS	: OFF		
PASSWORD	:		
TEL NUMBER	:		
DELAY COMM	: 07 07:07		
ITU MAILBOX TYPE	: BULLETIN B.D		
ITU MAILBOX MODE	: TRANSMIT		
ITU MAILBOX NUMBER	: 111222333		
ITU MAILBOX PWD	:		
PRIORITY RESERVE	: OFF		
TWO SIDED SCAN	: ON		
PHONE BOOK			
	001 002 004 005 007		
TEL NUMBER			
	 2067777777		
	 5033334444		

5



Phone Book Number Information (Manually Output)

This is the list of the names, phone numbers of remote FAXes and SUB/SEP/PWD entered in the phone book.

- The mark ◆ on the "TEL NUMBER" is appended when the 2nd TEL NUMBER is used for transmission.

PHONE BOOK NUMBER INFORMATION							
				TIME	:	09-11-'00 17:55	
				TEL NO.1	:	+2131234567	
				TEL NO.2	:	+2131235678	
				NAME	:	TOSHIBA L.A.	
NO.	NAME	TEL NUMBER	QUALITY TX	TX TYPE	LINE	ECM	ATT
001	SALES DEPT.	◆1234567890	ON	DIRECT	LINE1	OFF	15
002	ABC & Co.	9876543210	OFF	MEMORY	OFF	ON	15

5

Group Number Information (Manually Output)

This is the list of the names and remote FAXes entered in the group.

GROUP NUMBER INFORMATION							
				TIME	:	09-11-'00 17:55	
				TEL NO.1	:	+2131234567	
				TEL NO.2	:	+2131235678	
				NAME	:	TOSHIBA L.A.	
NO.	NAME	PHONE BOOK					
01	GROUP 1	001 002 003 004					
02	GROUP 2	005 006 007 008 009 010 013					

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6. OUTPITTING LISTS & REPORTS (Cont.)

Samples of Lists & Reports (Cont.)

Function List (Manually Output)

This is the list of current system settings.

FUNCTION LIST	
TIME	: 09-11-'00 17:57
TEL NO.1	: +2131234567
TEL NO.2	: +2131235678
NAME	: TOSHIBA L.A.
INITIAL SETUP	
LINE SELECT	
MONITOR VOLUME	: 3
COMPLETE VOLUME	: 4
RX MODE	: AUTO
DIAL TYPE	: MF
DIAL TYPE (LINE2)	: DP
LINE-2 MDOE	
START TIME	: 11:22
END TIME	: 23:55
HOME POSITION	
RESOLUTION	: STD
MODE	: TEXT
EXPOSURE	: AUTO
TX TYPE	: MEMORY TX
TTI	: ON
RTI	: OFF
ECM	: ON
PRINT	
DISCARD	: ON
REDUCTION	: ON
DUPLEX PRINT	: OFF
ALTERNATION	: OFF
TX JOURNAL	: 40
RX JOURNAL	: 40
RECOVERY TX	
STORED TIME	: 6HOUR

5



Mailbox / Relay Box Report (Manually Output)

This is the report of the current status of the mailboxes.

MAILBOX/RELAY BOX REPORT							
				TIME	: 09-11-'00 18:00		
				TEL NO.1	: +2131234567		
				TEL NO.2	: +2131235678		
				NAME	: TOSHIBA L.A.		
MAILBOX							
BOX NO.	BOX TYPE	PGS	FILE NO.	DATE TIME	FROM		
0987654321	BULLETIN B.D						
1234567890	CONFIDENTIAL	1	008	09.11 17:24	LOCAL		
RELAY							
BOX NO.	END STATION					REPLY TO NUMBER	
12345	PHONE	001	002	003	004	005	12345
		006	007	008	009	010	
		013					
	GROUP	01	02				

5

Memory Transmission Report (Automatically Output)

This report will be output when memory transmission fails. The reduced original to be transmitted is appended on the report.

- The mark ◆ on the "TO" is appended when the 2nd TEL NUMBER is used for transmission.
- The mark ☎ on the "TEL NUMBER" refers to the top of the telephone number.
- The (ITU MAILBOX:) on the "FILE NO." refers to the communication using the mailbox.

MEMORY TRANSMISSION REPORT	
	TIME : 09-11-'00 17:48
	TEL NO.1 : +2131234567
	TEL NO.2 : +2131235678
	NAME : TOSHIBA L.A.
FILE NO.	: 005 (ITU MAILBOX : 12345)
DATE	: 09.11 17:11
TO	: ◆ 123 ELECTRIC CO.
DOCUMENT PAGES	: 1
START TIME	: 09.11 17:13
END TIME	: 09.11 17:14
PAGES SENT	: 0
STATUS	: NG
TX ORIGINAL	

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6. OUTPITTING LISTS & REPORTS (Cont.)

Samples of Lists & Reports (Cont.)

Multi Transmission Report (Automatically Output)

After multi-address transmission has ended, this report is output to show the results of transmission in two separate reports, one for terminals to which the original was sent successfully and one for terminals to which transmission failed.

- This will be output when any error occurs.
- The mark ◆ on the "TO" is appended when the 2nd TEL NUMBER is used for transmission.
- The mark ☎ on the "TEL NUMBER" refers to the top of the telephone number.
- The (ITU MAILBOX:) on the "FILE NO." refers to the communication using the mailbox.

MULTI TRANSMISSION REPORT			
	TIME	: 09-11-'00 18:17	
	TEL NO.1	: +2131234567	
	TEL NO.2	: +2131235678	
	NAME	: TOSHIBA L.A.	
FILE NO.	: 013		
DATE	: 9.11 18:01		
DOCUMENT PAGES	: 1		
START TIME	: 09.11 18:01		
END TIME	: 9.11 18:17 (RECOVERY TIME : 09.12 00:17)		
SUCCESSFUL			
GROUP NUMBER			
05	USA 1	PHONE BOOK ◆	001
07	EUROPE 2		
PHONE BOOK			
001	◆ TOSHIBA ADMIN		
UNSUCCESSFUL			
GROUP NUMBER			
002	ASIA 1	PHONE BOOK	002
			PAGE SENT
			0
PHONE BOOK			
003	TOSHIBA USA HQ		PAGE SENT
			0
TEL NUMBER			
	☎ 1589876543		PAGE SENT
			0

5



Polling Report (Automatically Output)

After polling reception has ended, this report is output to show the results of reception in two separate reports, one for terminals from which originals were received successfully and one for terminals from which reception failed.

- This will be output when any error occurs.
- The mark ☎ on the "TEL NUMBER" refers to the top of the telephone number.
- The (ITU MAILBOX:) on the "FILE NO." refers to the communication using the mailbox.

POLLING REPORT	
	TIME : 09-11-'00 18:18
	TEL NO.1 : +2131234567
	TEL NO.2 : +2131235678
	NAME : TOSHIBA L.A.
FILE NO. : 014	
DATE : 09.11 18:02	
START TIME : 09.11 18:17	
END TIME : 09.11 18:18	
SUCCESSFUL	
PHONE BOOK	
001 TOSHIBA ADMIN	
002 TOSHIBA NY OFFICE	
UNSUCCESSFUL	
TEL NUMBER	
☎ 2139998888	

5

Mailbox Reception Report (Automatically Output)

This report is output when the original is received in the confidential, bulletin board or relay mailbox.

MAILBOX RECEPTION REPORT	
	TIME : 09-11-'00 18:22
	TEL NO.1 : +2131234567
	TEL NO.2 : +2131235678
	NAME : TOSHIBA L.A.
FILE NO. : 0016	
DATE : 09.11 18:22	
BOX NUMBER : 12345	
BOX TYPE : RELAY	
DOCUMENT PAGES : 1	
FROM : REMORT	

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6. OUTPITTING LISTS & REPORTS (Cont.)

Samples of Lists & Reports (Cont.)

Relay TX End Terminal Report (Automatically Output)

After transmission to the relay transmission end terminals has ended, this report is output to show the results of transmission in two separate reports, one for terminals to which the original was sent successfully and one for terminals to which transmission failed.

- This report is output when any error occurs.

RELAY TX END TERMINAL REPORT	
TIME	: 09-20-'00 14:46
TEL NO.1	: +2131234567
TEL NO.2	: +2131235678
NAME	: TOSHIBA L.A.
FILE NO.	: 013
DATE	: 09.20 14:45
DOCUMENT PAGES	: 3
START TIME	: 09.20 14:45
END TIME	: 09.20 14:46
SUCCESSFUL	
GROUP	
002 USA 1	PHONE BOOK ◆001
005 ASIA 1	
UNSUCCESSFUL	PAGE SENT
PHONE BOOK	0
001 TOSHIBA ADMIN	

5



Power Failure List

The data from all the documents which have been erased from the memory will be output when the main power switch is turned ON after the power has failed during FAX communication.

POWER FAILURE LIST		
	TIME	: 09-11-'00 17:53
	TEL NO.1	: +2131234567
	TEL NO.2	: +2131235678
	NAME	: TOSHIBA L.A.
<u>TX/RX</u>		
FILE NO.	DATE TIME	FUNCTION
044	09.11 17:04	MEMORY TX
045	09.11 17:06	MULTI TX
<u>ITU MAILBOX</u>		
FILE NO.	DATE TIME	FUNCTION
001	09.11 19:05	CONFIDENTIAL
002	09.11 19:10	BULLETIN B.D
<u>MEMORY RECEPTION</u>		
FILE NO.	DATE TIME	FUNCTION
029	09.11 16:38	
<u>RECOVERY TX</u>		
FILE NO.	DATE TIME	FUNCTION
049	09.11 17:09	MEMORY TX
050	09.11 17:10	MULTI TX

5

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5



6. TROUBLESHOOTING

- When the following messages appear 6-2
- Transmission trouble 6-3
- Reception trouble 6-4



Graphic symbols for indicating the state of the copier appear on the touch panel. When any graphic symbol flashes, rectify the problem referring to “When Graphic Symbols Flash on the Touch Panel” in the Operator’s Manual for Copying Functions.



WHEN THE FOLLOWING MESSAGES APPEAR

When the following messages appear on the message area of the touch panel, press the **FUNCTION CLEAR** key to clear the error message and carry out the appropriate remedy for the error.
For details on other messages not listed below, refer to the Operator's Manual for Copying Functions.

Message	Cause	Remedy
Memory overflow	Ran out of memory when inputting documents to the memory	Either wait for memory to be freed up, or check the jobs and delete reserved jobs to clear memory.
Communication error	Communications error occurred during direct TX.	Retry communications.
Job reservation full	The number of reserved jobs exceeds 100.	Either wait for job reservations to be completed, or check the jobs and delete reserved jobs.
Job memory full	The total number of destinations for outgoing call jobs exceeds 1000.	Either wait for outgoing call jobs to be completed, or check the jobs and delete reserved jobs.
Sorry not possible	Onhook or direct TX was attempted during communications.	Wait for communications to end and retry communications.
Not allowed now	Further polling transmission reservation was attempted even though polling transmission is already reserved.	Either wait for polling transmission jobs to be completed, or check the jobs and delete reserved jobs.
Too Many Tel# Digits	128 digits or more have been registered in the chain dial communication.	Confirm the number of digits dialed and register the dials again.

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TRANSMISSION TROUBLE

Check the following points if you are having trouble sending originals.
If you cannot rectify the trouble by checking these points, or trouble not listed below occurs, call service for assistance.

Trouble	Check Point
"TRANSMIT" is not displayed even if the START key is pressed.	<ul style="list-style-type: none"> • Did you replace the handset before you pressed the START key? When you are making a call on the handset to send a FAX, do not replace the handset until you press the START key. • Is the modular cord disconnected? • Is the telephone line type set correctly? • Can you receive telephone calls? • Is there any problem at the remote FAX? Check this with the party trying to receive the original.
Originals are fed diagonally.	<ul style="list-style-type: none"> • Are the slides adjusted to the width of the original that you are sending? • Does the original that you are sending match the conditions of the original that is available for sending? • Is the original holder extended?
Two originals are fed together.	<ul style="list-style-type: none"> • Have you placed more than the maximum number of originals that can be placed at one time? (13~22lb. or 50~80g/m²: 100 originals, or stacked height of originals 16mm or less) • Does the original that you are sending match the conditions of the original that is available for sending? • Have you pushed in the originals too hard? • Is the original holder extended?
The original is not being printed on the paper of the remote FAX even though it is being sent.	<ul style="list-style-type: none"> • Is the original placed facing the correct way up?
Black lines are shown in the image that are sent.	<ul style="list-style-type: none"> • Is the scanning area of the reversing automatic document feeder clean? Clean it with a soft cloth.
Originals are not sent even if operations are carried out normally.	<ul style="list-style-type: none"> • Is the remote FAX compatible with your copier? This copier supports G3 communications but not G2 communications.
Cannot send overseas.	<ul style="list-style-type: none"> • Specify Quality TX and resend. ► Page 3-6



RECEPTION TROUBLE

Check the following points if you are having trouble receiving originals.
 If you cannot rectify the trouble by checking these points, or trouble not listed below occurs, call service for assistance.

Trouble	Check Point
Originals cannot be sent even if the (MONITOR/PAUSE) key is pressed, "RECEIVE" is displayed and the (START) key is pressed.	<ul style="list-style-type: none"> • Did you wait for the bell to ring before you picked up the handset? • Did you replace the handset before you pressed the START key? When you answer a call on the handset to receive a FAX, do not replace the handset until you press the START key. • Is the modular cord disconnected? • Is the power plug unplugged from the power outlet? • Is there a problem at the remote FAX? Check this with the party trying to send the original.
Paper is not output.	<ul style="list-style-type: none"> • Is the copier out of paper?
The received original is printed dark and is illegible or black stripes are printed on the original.	<ul style="list-style-type: none"> • Is the original being sent a dirty copy? Check this with the party trying to send the original. • Is the trouble due to a problem or operation error at the remote FAX? Check this with the party trying to send the original.
Paper is output but not printed.	<ul style="list-style-type: none"> • Is there enough toner? • Is the original placed correctly on the remote FAX? Check this with the party trying to send the original.
Paper often jams.	<ul style="list-style-type: none"> • Is the paper cassette size setting correct? • Is the paper cassette properly inserted? • Is the specified paper type being use?

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7. SPECIFICATIONS

- Using the telephone 7-2
- Main specifications 7-3

USING THE TELEPHONE

An externally connected telephone is required.

On-hook Dialing

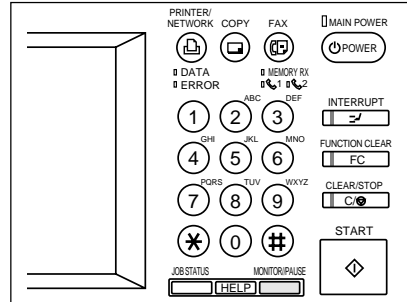
1 Press the **MONITOR / PAUSE** key on the control panel.

2 Specify the remote FAX number.

- Specifying by digital keys ► Page 2-12
- Specifying by phone book ► Page 2-13

Note

Each press of a digital key dials a number. So, if you make a mistake when dialing the remote FAX number, press the **MONITOR / PAUSE** key to cut the line, press the **MONITOR / PAUSE** key again and redial.



3 Pick up the handset of an external telephone.

4 Press the **MONITOR / PAUSE** key on the control panel and start talking.

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Off-hook Dialing

1 Pick up the handset of an external telephone.

2 Dial the remote FAX number using the digital keys.

Note

Each press of a digital key dials a number. So, if you make a mistake when dialing the remote FAX number, put the handset down and up, then redial.

Sending a Tone

Tone services can be used even on pulse dial lines.

1 To receive a tone service, press the **#** key of the digital key to switch over to tone transmission.

- For details of services and how to receive FAX information services, contact the service provider.

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SPECIFICATIONS

MAIN SPECIFICATIONS

Name	DP-4500/3500
Size of Original	LD, LG, LT, ST, COMP, A3, A4, A5, B4, B5, FOLIO
Recording Paper Size	11" x 17"(LD), 8.5" x 14"(LG), 8.5" x 11"(LT), 5.5" x 8.5"(ST), 10.1/8" x 14"(COMP) 297mm x 420mm(A3) 210mm x 297mm(A4) 148mm x 210mm(A5) 257mm x 364mm(B4) 182mm x 257mm(B5) 210mm x 330mm(FOLIO)
Margins	Left edge : 2±2mm, Right edge : 3±2mm, Leading edge : 2±2mm, Trailing edge : 3±2mm
Compatibility Communication Modes	Exclusive Mode (EX), ECM G3
Scanning Density	Horizontal : 8dot/mm, 16dot/mm Vertical : 3.85lines/mm, 7.7lines/mm, 15.4lines/mm
Transmission Rate	33600/31200/28800/26400/24000/21600/19200/16800/14400 12000/9600/7200/4800/2400 bps
Encoding Systems;	JBIG/MMR/MR/MH
Printing Method	Laser electronic copying
Memory Capacity	360MB
Unit Type	Desktop type, transmitting/receiving dual type
Telephone Lines	Public Switched Telephone Network

When the total time of that the power is turned off for 12 hours a day becomes about 5 years, the battery will be dead. If the battery is run down, ask your service technician. (Repair and replacement will be charged.)

Options

2nd line board GD-1090NA (North America)
GD-1090EU (Europe)

- * Specifications and appearance are subject to change without notice in the interest of product improvement.
- * If trouble occurs, call service for assistance. (▶ Page 7-29 in Operator's Manual for Copying Function)
- * The copier sometimes cannot be used depending on telephone line and regional conditions.