Dear customer,

The fax machine you have purchased prints on normal paper by means of an ink film. It also enables you to use additional devices, such as cordless phones. Your fax machine is also equipped with functions that facilitate the installation and use.

Sending fax messages

To send a fax message longer than one page you can place up to ten pages into the document feeder. When the paper has been used up, fax machines with message memory can receive faxes into that memory.

Additional (cordless) telephones

Your fax machine fully supports the use of additional devices, such as telephones, cordless telephones, external answering devices or any other telecommunication devices suitable for the network. You can transfer calls from the fax machine to a (cordless) telephone and vice versa. You can also start fax reception from an additional phone or stop the built-in answering device—if your fax machine has such a device—and start a telephone conversation.

Help-Key

If you briefly press **INSTALL/HELP**, your fax machine will print out a page with instructions for the basic functions.

Quick and easy installation

EASY INSTALL will guide you through the installation of your fax machine. Press and hold the INSTALL/HELP key for two seconds and a sheet will be printed out. Use this sheet together with the display prompts to aid the installation of your machine. Once you have gone through these steps the machine will automatically configure itself. Should you add an additional device at a later date, just go through EASY INSTALL again to verify it. The settings of your fax machine will be updated accordingly.

Fax switch and timer ☼

The timer ☼ makes your fax machine switch automatically between ☼ and ☾ modes. The built-in clock makes your fax machine switch to ☾ at 10pm and back to ☼ at 6am. Of course you can change these times according to your individual needs or switch off the timer. The display will show the current settings.

Day ☼ and Night ☾ modes

☼ and ☾ make your fax machine work differently, depending on the time of the day. We assumed that during the day you want to be notified by a ring signal about incoming phone calls. After a certain time the machine will switch to fax reception and messages can be left for the (built-in or external) answering device. We further assumed that during the night you don't want to be disturbed. Faxes will be received silently and the machine will ring softly in case of an incoming telephone call. You can change all settings according to your individual needs.

! Never expose your fax machine to rain or any other form of moisture, in order to prevent the risk of electric shock or fire.

! In a thunderstorm, disconnect the fax machine from both the mains and the telephone line. If you are unable to disconnect the fax machine, do not use it and do not telephone due to the danger of lightning strike and/or damage to the device. The exception to this rule is the cordless telephone detached from its base station.

! To prevent the risk of electric shock it is not allowed to open the flap on the bottom of the front ink film compartment. Opening the flap is strictly reserved to authorised service personnel.

Safety instructions

- Please read all warning notices and instructions and follow them precisely.

- Never connect the telephone in damp rooms unless the wall sockets are specially designed for humid conditions. Never touch the power plug, connection to the mains or telephone socket with wet hands.

- Never touch uninsulated telephone or power cables unless the telephone cable is disconnected from the telephone line and/or the power cable is disconnected from the power line.

- Never install the fax machine close to radiators or air conditioners. Avoid operating the fax machine in direct sunlight.

- Place the fax machine on a flat surface and ensure a minimum clearance of 10 cm between the fax machine and other machines and objects.

- Make sure that your fax machine is stable and rests squarely on the supporting surface. Any fall can cause severe damage to the fax machine and/or injury to people, especially small children.

- Make sure that air circulates freely around the fax machine. Do not operate the fax machine in closed boxes, cupboards, cabinets etc. Leave a clear space of 10 cm around the ventilation grilles of the fax machine. Never cover the fax machine (tablecloths, paper, folders etc.). Do not place the fax machine on beds, tablecloths, cushions, sofas, carpets or other soft underlays due to the danger of overheating and subsequent fire.

- Ensure safe cable laying (danger of stumbling, damage to the cable or the fax machine).

- Disconnect the fax machine from the mains and telephone line before cleaning the surface of the machine.

- Never use liquid or gaseous cleaning agents (sprays, scouring agents, polishes etc.).

- Do not allow any liquid to enter the fax machine. Otherwise there is a risk of electric shock or other injury to people and severe damage to the fax machine. If any liquid does enter the fax machine, immediately remove the power plug and have the fax machine professionally inspected.

- If the display breaks, a mildly corrosive liquid may leak out. Avoid contact with skin and eyes.

- In case of any damage caused to the housing of your fax machine in particular to power cables please remove the mains plug and call your service repair centre. The housing of your fax machine may only be opened by authorised service personnel.

- Your fax machine has been tested in conformity with standards UL 1950, EN 60950 and IEC 950 respectively, and may only be operated on networks conforming to these standards.

International guarantee

If, unfortunately, something should go wrong with this product, PHILIPS guarantees free of charge labour and replacement parts during a period of twelve months from date of purchase. This international PHILIPS guarantee complements the existing national guarantee obligations to you of dealers and PHILIPS in the country of purchase and does not affect your statutory rights as a customer.

The PHILIPS guarantee applies provided the products are handled properly for its intended use, in accordance with its operating instructions and upon presentation of the original invoice or cash receipt, indicating the date of purchase, dealer's name and model and production number of the product.

The guarantee may not apply if:

- the documents have been altered in any way or made illegible;
- the model or production number on the product has been altered, deleted, removed or made illegible;
- repairs or product modifications and alterations have been executed by unauthorised service organisations or persons;
- damage is caused by accidents including but not limited to lightning, water or fire misuse or neglect;
- damage is caused by a power surge after a power cut.

Please note that the product is not defective under this guarantee in the case where modifications become necessary in order for the product to comply with local or national technical standards which apply in countries for which the product was not originally designed and/or manufactured. Therefore always check whether a product can be used in a specific country.

In case your PHILIPS product is not working correctly or is defective, please contact your PHILIPS dealer. In the event you require service whilst in another country, a dealer address can be given to you by the PHILIPS Consumer Help Desk in that country.

In order to avoid unnecessary inconvenience, we advise you to read the operating instructions carefully before contacting your dealer. If you have questions which your dealer cannot answer or any related question please call:

for the UK
Phone: 0645-282828   Fax: 0181-7841406

for Ireland
Phone: 01-7640292   Fax: 01-7640299

for Hong Kong
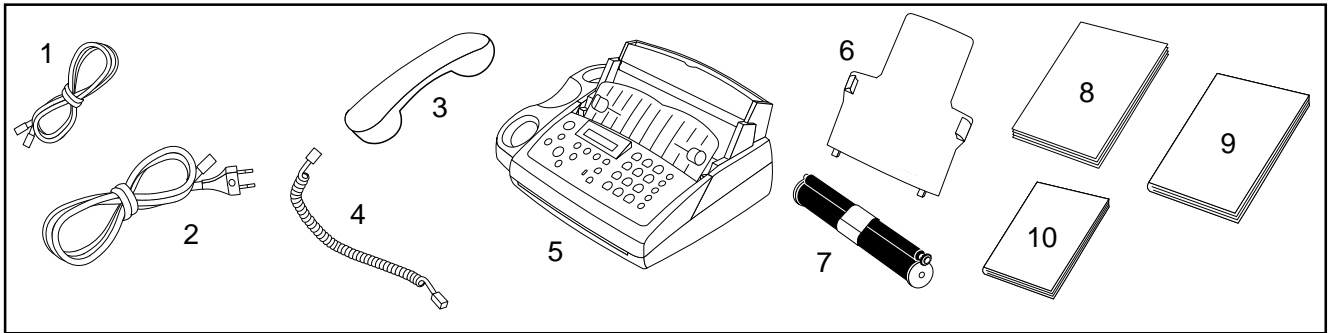Phone: 852-2821-5345   Fax: 2485-3574

Table of contents

Overview of the machine

Check that the following items are included in the packaging:

1 Telephone cable with plug
2 Mains cable with plug
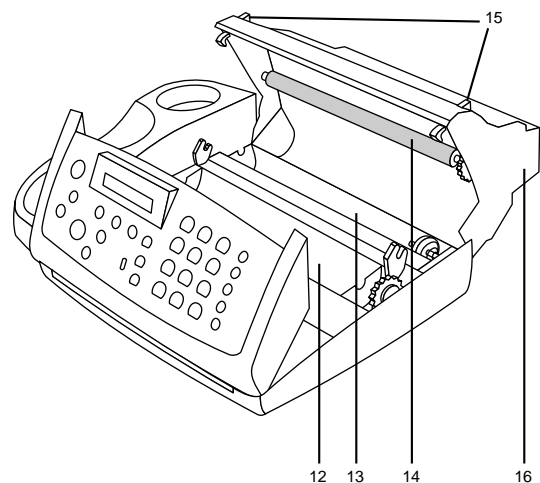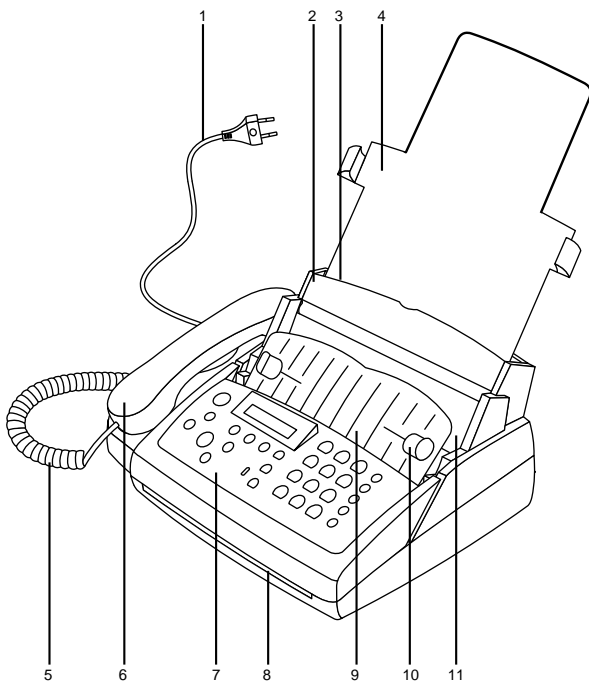**3** Telephone handset
4 Spiral cable for telephone handset
5 Fax machine
6 Paper tray
7 Ink film
8 Paper
9 User manual
10 Installation guide

Description of machine

1 Mains cable with power plug
2 Paper refill flap
3 Paper feed mechanism
4 Paper tray
5 Spiral cable for the telephone handset
6 Telephone handset
7 Operation panel
8 Document outlet
9 Document feed slot
10 Document width adapter
11 Paper outlet
12 Front ink film compartment
13 Rear ink film compartment
14 Grey printer roller
15 Blue release levers for opening the ink film cover
16 Ink film cover

4

```
┌─────────────────────────────────┐
│  15-MAY-00  12:30               │
│  ▼         ▼    ▼  ▼            │
└─────────────────────────────────┘
   FINE   PHOTO   DMM   ●●   ☼   ☾   ⏲
```

The pointers on the display indicate different modes:

FINE/PHOTO

indicates whether you are sending or copying with a higher picture quality or with grey tones. If neither of the two is visible, the standard resolution is selected. To change the resolution use the **FINE/PHOTO** key.

DMM

is visible when the document memory contains faxes.

●● *)

shows that the built-in answering machine is switched on.

☼ / ☾ / ⏲

Three pointers on the display indicate the current settings. You can choose the mode desired with ☼ / ☾ / ⏲.

*) only for fax machine with built-in answering machine

General view of functions

You can print out a list of functions by pressing **FUNCTION** three times.

Location of controls

Fax without built-in answering machine
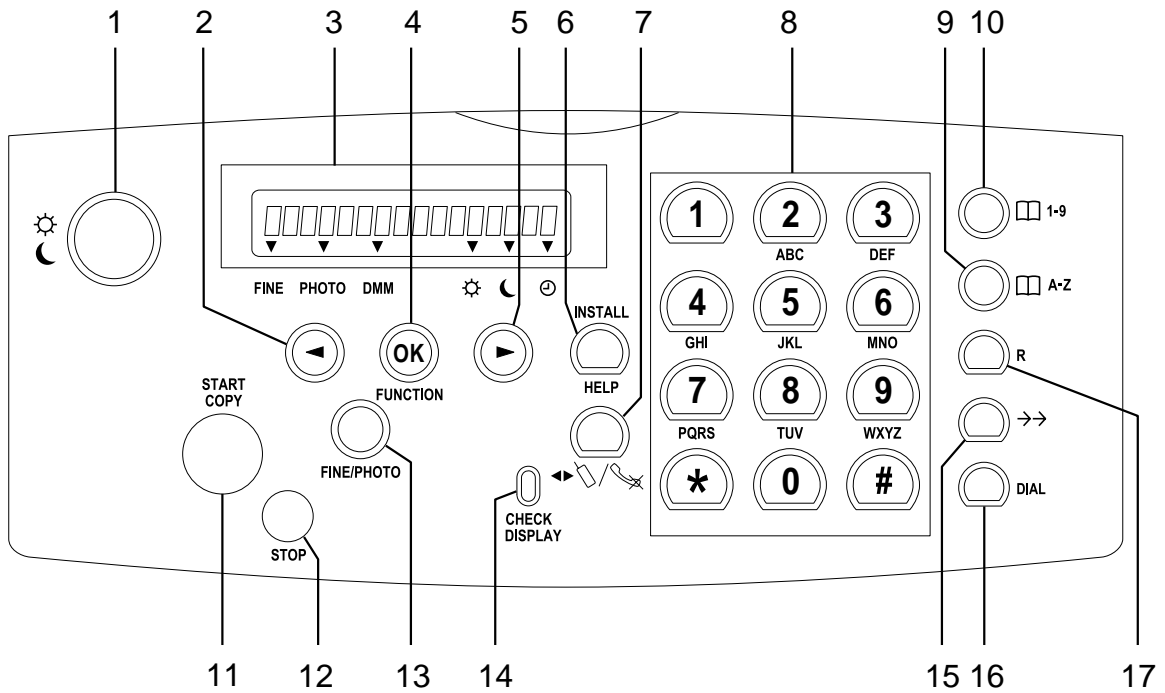
Fax with built-in answering machine
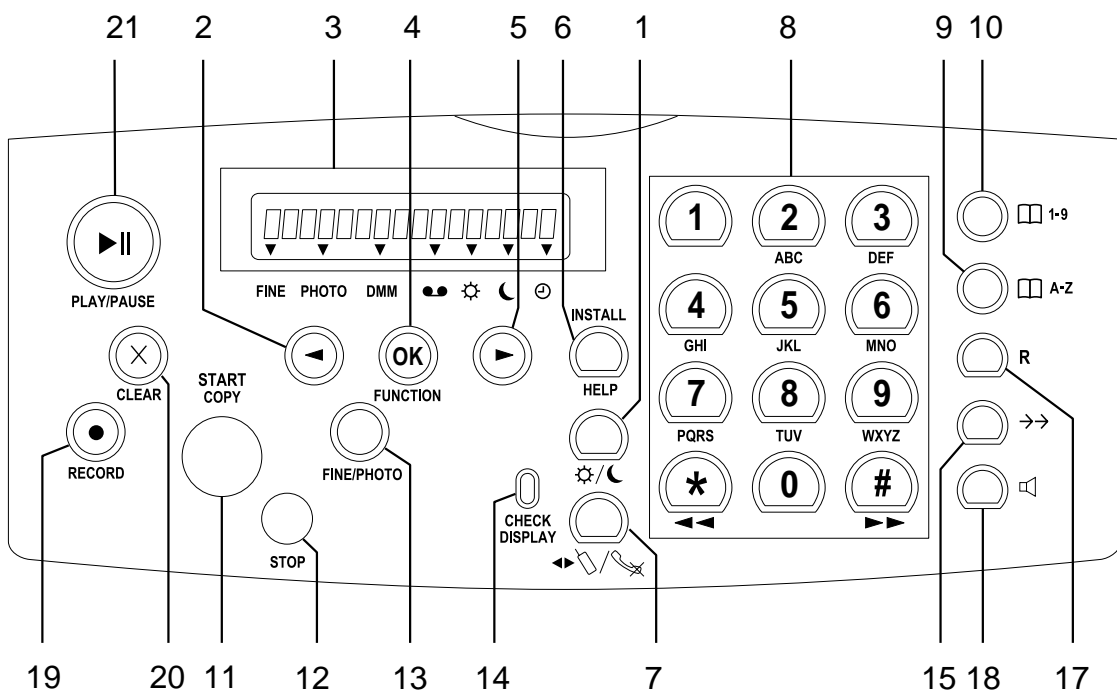
1 ☼ / ☾ / ⏻

to select the different operation modes
press **briefly**: choose between DAY and NIGHT
press and **hold** (for at least two seconds): to select the TIMER mode (the precise settings must be made in function 31 DAY, 32 NIGHT or 33 TIMER)

2 ◄

press **briefly**: to select options / to adjust the volume / to delete a character
press and **hold** (for at least two seconds): to delete a complete line

3 Display

see chapter **Introduction** / Description of the machine

4 FUNCTION/OK

for calling up functions / to confirm entries / for rapid retrieval of fax reports

5 ►

to select options / to adjust the volume / to insert a blank when entering a name

6 INSTALL/HELP

press **briefly**: print out operating instructions for the most important functions
press and **hold** (for at least two seconds): print out an EASY INSTALL guide

7 ☏/☏

If this key is pressed during a call, the microphone will be temporarily muted. / This key is also used to transfer a call from the fax machine to an additional telephone connected **in series** to the fax machine.

8 Dial pad for entering numbers and names

9 ☐ A-Z

press **briefly**: to call up a name entry
press and **hold** (for at least two seconds): to store a name entry

10 ☐ 1-9

press **briefly**: to select a phone number quickly
press and **hold** (for at least two seconds): to store a telephone number

11 START/COPY

to start fax transmission or to copy

12 STOP

stops procedures

13 FINE/PHOTO

to select a higher resolution when copying or sending (FINE—for text and graphics; PHOTO—for photographs)

14 CHECK DISPLAY

If this lamp flashes, please read the message on the display.

15 ↠

press **briefly**: to repeat the last five numbers you have dialled / to make a dialling pause between two digits
press and **hold** (for at least two seconds):* to browse the list of callers

16 DIAL

for dialling without lifting the handset

17 R

for special functions, e.g.: for the use with a private branch exchange (on a modern connection, for switching to another call) and for using various functions provided by your service provider (call waiting etc.)

18 ◁ **

for dialling without lifting the handset and for hands-free operation

19 RECORD **

press **briefly**: to play back your outgoing message
press and **hold** (for at least two seconds): to record a new outgoing message
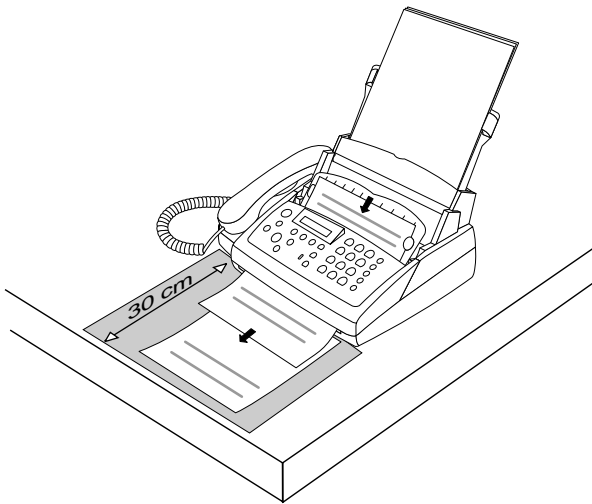
20 CLEAR **

to delete messages and entries

21 PLAY/PAUSE **

to play back messages
The key flashes when new messages and memos have been recorded.

*) only for fax machine with built-in memory

**) only for fax machine with built-in answering machine

7

2 Installation

> ! If you have not connected your fax machine to the mains, it will not function at all—even for making telephone calls.
>
> ! Your fax machine was built for exclusive use in the country of purchase. It complies with the local network specifications.

Location

1 The fax machine must stand securely and stably on a smooth, flat, horizontal surface (no underlays such as carpets etc.).

2 Avoid exposure to direct sunlight (the ink film is heat-sensitive) and close proximity with heaters, radio and TV sets, air conditioning systems, dust, water and chemicals—is not advised.

3 Avoid heat build-up by ensuring that the machine is not covered. Place the fax in such a way as to ensure free circulation of air around it.

4 Since the paper outlet is at the front, do not place any objects in front of the machine. In order to avoid a paper jam, make sure that the surface close to the paper outlet is smooth. Rubber-like surfaces are not suitable.

Base station of cordless telephones

5 You should leave a clear space of at least 15 cm, otherwise you may hear acoustic interference in your handset.
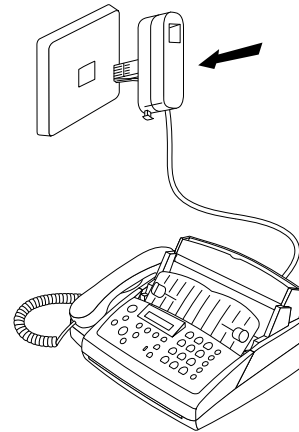
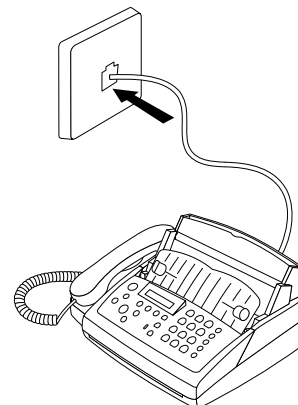## Connecting the fax machine

To the telephone socket

Turn the machine bottom up. Connect the telephone cable to the fax machine by inserting it in the socket on the bottom of the machine identified with LINE. Insert the cable in the groove provided.
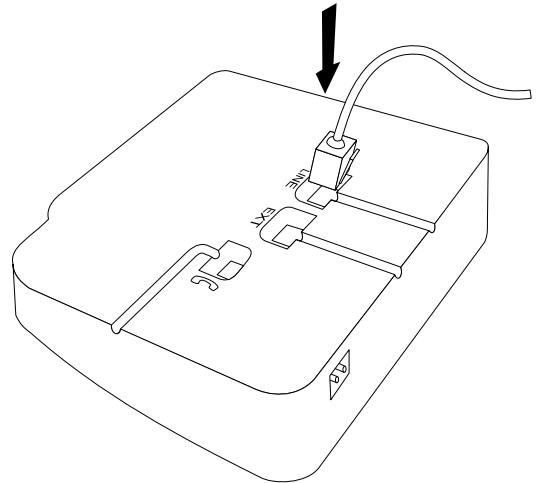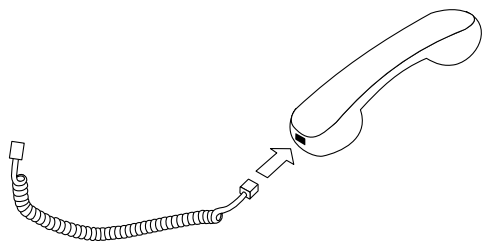

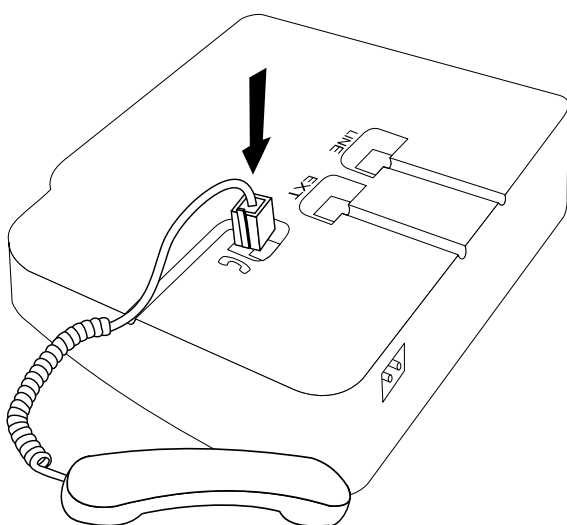In the UK:

For all other countries:
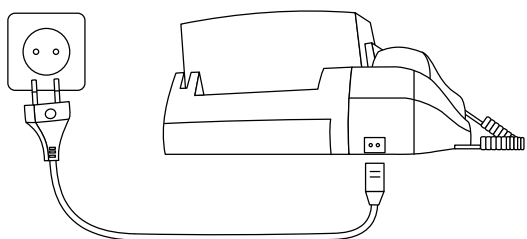
Spiral cable to the handset

Handset to the fax machine

Insert the other end of the spiral cable into the socket identified with a handset symbol, on the bottom of the machine, and press it into the specially provided cable groove.

To the power supply

> **!** Please note that the handset must be replaced before you connect the machine to the power supply.

1 Plug the power connector into the back of the fax machine. Plug the mains cable into the wall socket. The machine will carry out an internal test. Afterwards you need to enter the current time and date.

2 Use the dial pad to enter the correct time. Press **OK**.

**3** Enter year, month and day. Confirm each entry with **OK**.

Replacing the ink film

You cannot receive or copy documents unless an ink film is loaded in the fax machine.

If the ink film is finished or if there is no ink film in the fax machine, the **CHECK DISPLAY** lamp flashes, and the following message appears:

```
REFILL INKFILM
```

1 Before loading a new ink film you must remove the paper from the paper feed mechanism! Also follow the instructions on your ink film packaging!

2 To obtain optimum quality, please use only ink films as specified on your original roll. For safety reasons, do not use any other brands because they can damage your fax machine.

3 Open the machine by carefully lifting the operation panel at the recess in the middle. If you hear a slight click, the panel has latched into place.
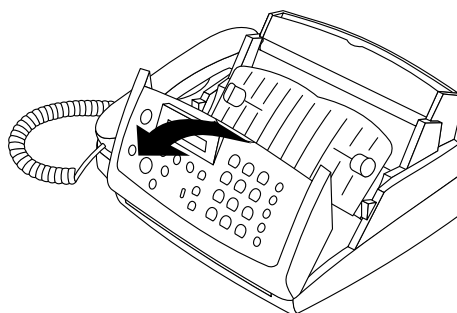

Removing the old ink film

If, on replacing the ink film, you notice that the colour of the grey printer roller has discoloured to black, you must clean the roller (see chapter **Troubleshooting /** Care and maintenance instructions).

1 Open the ink film cover by pressing the blue release levers back with both hands.
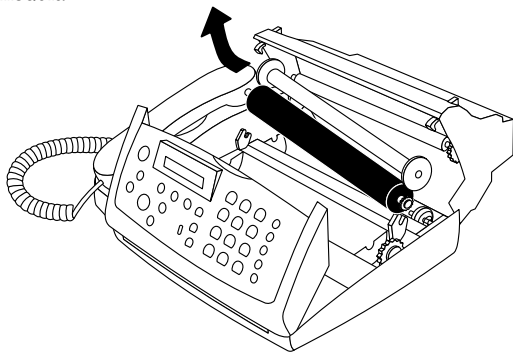
2 Then carefully fold the ink film cover back.
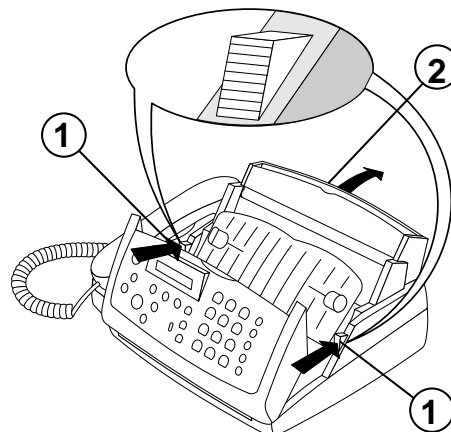
3 Press the empty ink film roll on the left-hand side against the spring.

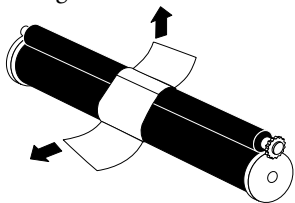**4** Lift the roll upwards on the left side in order to lift it out of its seat.
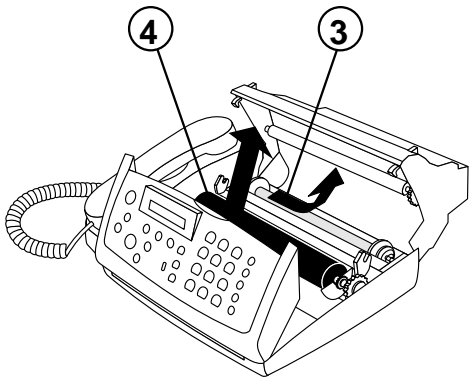
5 Remove both ink film rolls. They cannot be reused. Dispose of the ink film rolls with normal waste.

Load a new ink film, because your fax machine cannot work correctly without it.


Loading the new ink film

1 Carefully remove the fixing strips from the new ink film. The ink film must not be damaged.

2 Hold the ink film so that the large roll is underneath and the blue gear wheel of the small roll is on the right. Lay the ink film in the rear ink film compartment by pressing the right-hand blue end of the large roll against the blue spring shaft.

3 Then fit the left-hand black end of the large roll on to the left-hand shaft.
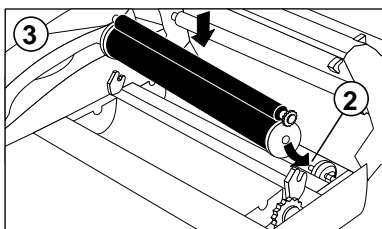
4 Now take the small roll and lay it in the grooves provided in the front ink film compartment.

5 Turn the gearwheel of the small roll back to tension it. Make sure that the film is not creased.
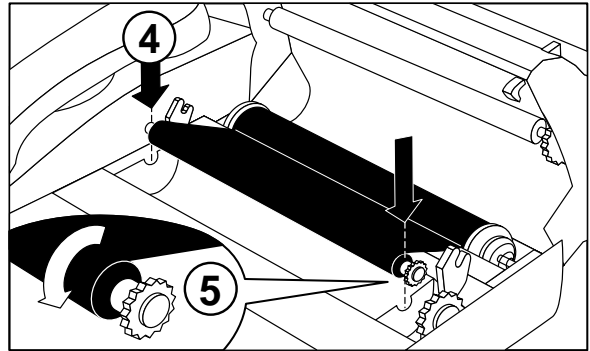
6 Close the ink film cover by folding it forwards. Make sure that both release levers are engaged.
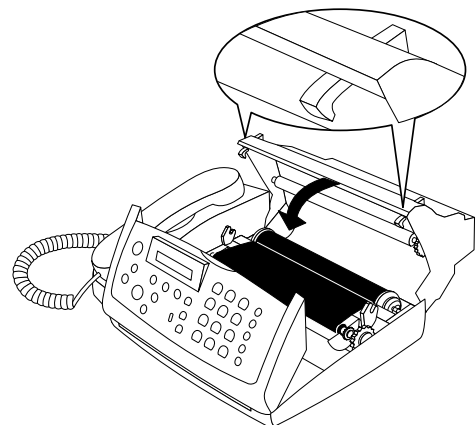
7 Then close the operation panel.
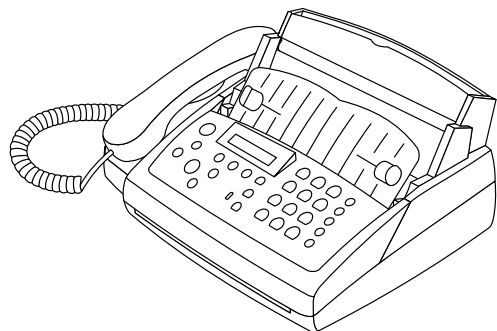
A silver strip is fixed to the start of the ink film, so the quality of the first few pages may be impaired.

10

Loading paper

Before you can receive or copy documents, paper must be loaded in your fax machine. Please use only the following paper format: standard A4, 210 x 297 mm. The fax machine works with normal paper used for writing and copying and has been optimised for smooth 80 g/m² paper. The smoother the paper surface the better the print quality.

If there is no paper in the fax machine **CHECK DISPLAY** flashes and on the display appears:

```
OUT OF PAPER
```
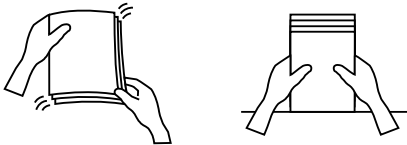
1 Insert the paper tray in the slots provided behind the paper feed mechanism. You will hear a noise when the paper tray has clicked into position.

2 To prevent several sheets being drawn into the machine at once, first fan out the paper to separate the sheets and then straighten the stack on a flat surface before inserting it into the paper feed.

3 First fold the paper feed flap forwards until it blocks.

4 Insert max. 50 sheets of A4 paper (80 g) up to the end-stop in the paper feed mechanism.
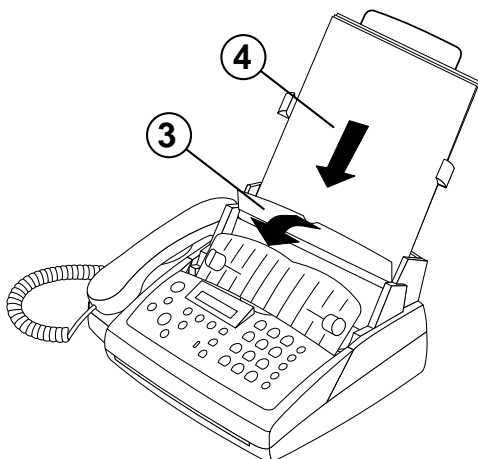
5 Close the paper feed flap.
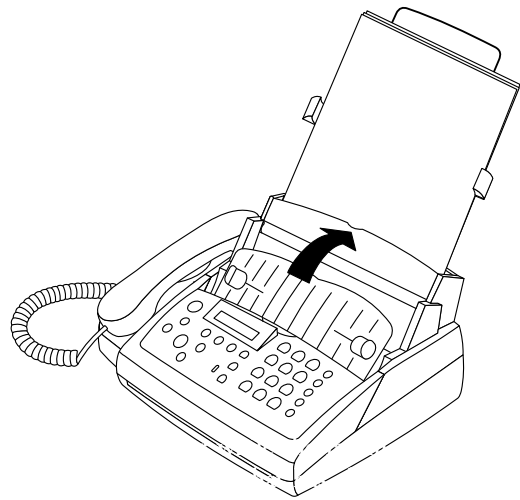
> **!** Never load paper while the fax machine is printing! Do not use paper that has already been printed on one side! This could lead to a paper jam.

Removing paper

1 Fold the paper feed flap forwards.

2 Pull the paper out.

3 Close the paper feed flap.

Paper jam

Open the operation panel and the ink film cover. Leave the paper refill flap closed, so that the paper is easier to remove. Pull the paper carefully outwards from the inside. Before closing the ink film cover, the ink film roll must be tensioned by turning the gearwheel of the front ink film roll forwards.

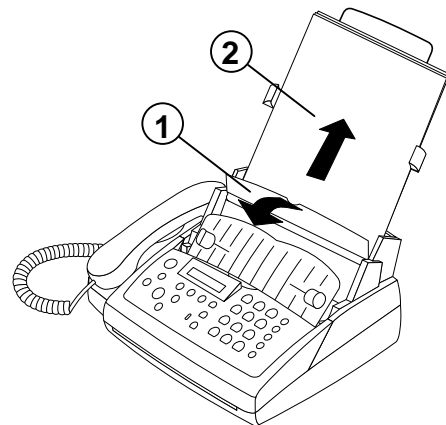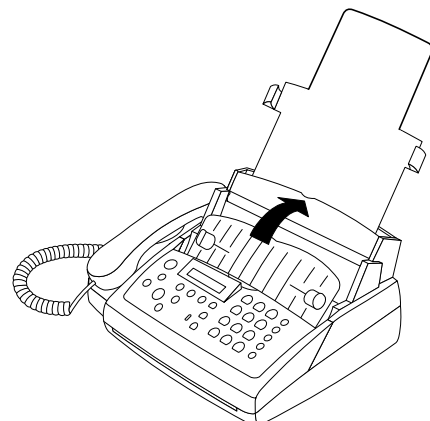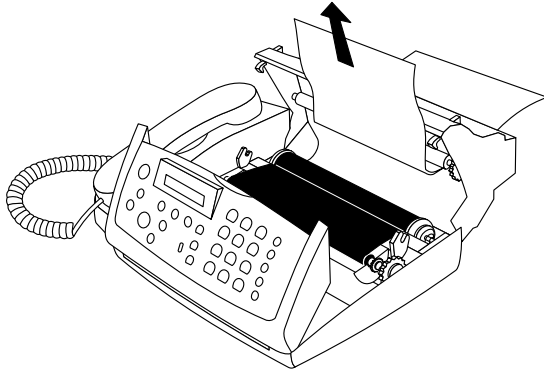> **!** **Do not pull the paper out from the top of the machine because doing so can tear the paper and disrupt the functionality of the fax machine.**

Easy Install

Using EASY INSTALL your fax machine will be configured according to your local conditions.

1 Press **INSTALL/HELP** for at least two seconds. Your fax machine will print one page with the header "EASY INSTALL". Pull out the page firmly.

2 Your fax machine will then guide you on the display through the first settings such as your telephone number, your name and the configuration of additional devices possibly installed (ideal setting of you fax switch).

> If you install additional devices later we recommend you to do EASY INSTALL once again.

Connecting additional devices

In addition to your fax machine, you can also connect other devices, such as additional telephones, call-fee indicators, answering machines or modems to a single telephone line [for UK: As long as the Ringer Equivalent Number (REN value) on the line doesn't exceed 4. The REN value of this fax is 1].

To the same socket
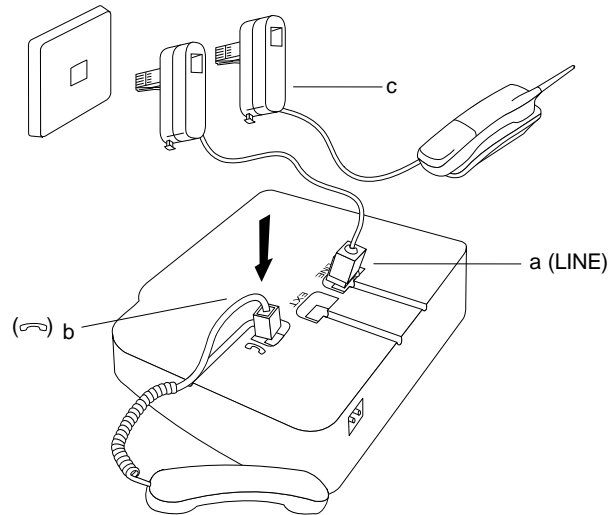(not in all countries)
You can connect additional devices to the same telephone plug.

> Make sure that the fax machine is the first device connected to the line.

a) Connecting to the telephone socket
b) Connecting the handset to the fax machine
c) Connecting additional devices to the telephone plug

Connecting additional devices to the same socket ensures you the optimal functionality of your active fax switch (e.g. call transfer). Your fax machine can control the additional devices.
If you wish to connect more than one additional device you can use a two- or three-way adapter (please ask your retailer).

To separate sockets
(not in all countries)
You can connect additional devices to separate sockets on the same line even if they are in different rooms. Make sure that the fax machine is the first device connected.
Please note: If you connect additional devices to separate sockets (e.g. in separate rooms) your active fax switch cannot control them (which means that your fax machine behaves like any ordinary fax machine). For this reason e.g. call transfer is not possible. Therefore we recommend you to connect your additional devices to the same socket.
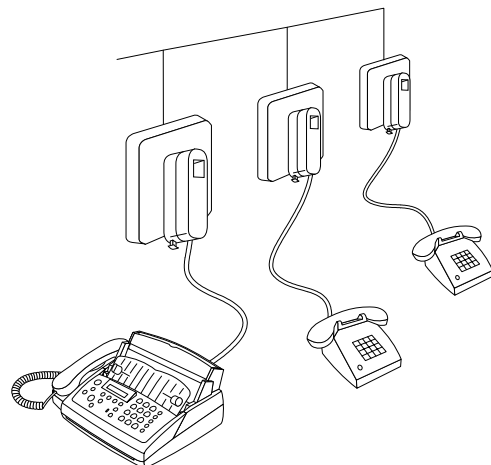
Connecting to ISDN

Your fax machine is not an ISDN fax (group 4), but an analogue fax machine (group 3). Therefore it cannot be used directly on an ISDN connection. You will need an (analogue) adapter or an ISDN connection for analogue devices. For further information please refer to your ISDN instructions.

Connecting to a private branch exchange (PABX)

Private branch exchange systems are very common in large companies. ISDN connections are private branch exchanges and are used very often in private households. To get a connection from a private branch exchange to the public network you have to dial a key to obtain the outside line.

Please note: An additional telephone which is connected to a normal telephone line together with your fax machine must not be mixed up with a private branch exchange.

If you wish to use your fax machine on a PABX you have to change some settings in function 15.

Tone or pulse dialling / private branch exchange

In **function 15** you can select either tone and pulse dialling and then if there is a connection to a private branch exchange.

Your phone can dial in two different ways. Older telephone systems usually work with **pulse dialling** whilst modern, digital systems use **tone dialling**, which is faster. You can change the dialling mode of your fax machine. If you do not know which method your line uses, contact your telephone company.

It is necessary to send tone dial signals to make use of certain services. If your telephone system works on pulse dialling, you can still send tone signals by pressing ✱ or #. All numbers are then transmitted in the tone dialling method. As soon as you replace the handset on the fax machine, your fax machine will switch back to pulse dialling.

> **!** If you cannot establish the desired telephone or fax connection to the called party, select a different dialling mode.

1 Select function 15 by pressing **FUNCTION** and then entering the digits ①⑤. Press **OK**.

2 Choose pulse or tone dialling by pressing ◄/►. Press **OK**.

```
DIAL MODE: PULSE
```
```
DIAL MODE:  TONE
```

3 Press ◄/► in order to switch to operation on a PABX extension. Press **OK**.

```
PABX:         NO
```
```
PABX:        YES
```

4 Now enter the key that has to be pressed to obtain an outside line (outside line access code). This is either **R** or a number key. Press **OK**.

5 Press **OK**. Your machine will then check that the outside line can be obtained.

6 ... if the check is successful, briefly appears:

```
CHECK OK
```

7 ... if the check is unsuccessful, briefly appears:

```
CHECK NOT OK
```

8 You will be asked to repeat the entry. Change either the dial mode or check the key for obtaining an outside line. However, if you have chosen the correct dial mode as well as the correct key and on the display still appears the message

```
CHECK NOT OK
```

delete the key for obtaining the outside line by pressing ◄.

In case your PABX requires **R** to obtain an outside line but it is still not possible to get through to the line, your system might not be according to the regulations. Therefore some technical settings have to be changed on your fax machine. Please refer to your "Fax Call Centre".

3 Basic functions

! If you press a wrong key by mistake, press the STOP key as often as necessary to return to the original position.

If you want to keep a note of the factory settings on your machine for later, we recommend printing out a function list before you change any of the settings (press **FUNCTION** three times).

If you want to delete your individual settings, you can do so in function 45 "Service code" (see chapter **Troubleshooting/Service code**).

At the turn of the millennium your fax machine will switch automatically from 99 to 00.

"Your name" and "your telephone number" are transmitted at the top of each page (the first 4 mm) together with the date, time and page number.

HELP function

1 Briefly press **INSTALL/HELP**. You will receive a printout explaining how to use the most important functions.

Time and date

1 Select **function 12**.

2 Press **OK**. Use the dial pad to enter time and date.

3 Press **OK**. Enter now the correct year, month and day. Confirm each entry with **OK**.

Entering a number

Use ⌗ or ⌗ to enter the "+", that is often used in international fax numbers in front of the country code, and ▶ to enter a space. The maximum number of digits you can use for your number is 20.

1 Select **function 13**.

2 Press **OK**.

3 Enter your telephone or fax number (Country codes: UK +44, Ireland +353, Hong Kong +852, Singapore +65).

4 Press **OK**, and your number is now stored.

Entering a name

When you enter a name (maximum 32 digits), the number keys are used to enter letters. Every key has a number of different characters (see table on the following page).

1 Select **function 14**.

2 Press **OK**.

3 Use the dial pad to enter your name. After pressing ▶ the cursor moves one place to the right.

4 Confirm with **OK**. Your entry is now stored.

Correction

If you have entered a wrong letter or number in function 13 or 14 you can correct the mistake (NOT in function 16 Store numbers) - whilst entering as well as later. If you want to make your corrections later you have to select the functions for entering numbers or names once again.

1 If you press ◀, the character left of the cursor will be deleted. By pressing ◀ longer than for two seconds, you delete the whole line.

2 Now enter the correct characters. Confirm by pressing **OK**.

Language of display

1 For selecting the language of the display and the reports, enter **function 11**.

2 Press **OK**.

3 Select the desired language with ◀/▶.

4 Confirm with **OK**.

Type of ring signal

You can choose between five different ring signals.

1 Enter **function 44**.

2 Press **OK**.

3 Select the desired ring signal with ① to ⑤.

4 Confirm your setting with **OK**.

press	1x	2x	3x	4x	5x	6x	7x	8x	9x	10x	11x	12x	13x	14x	15x	16x
(0)	space	.	-	0	+	?	/	:	*	%	!	(	)	[	]	..
(1)	1															
(2)	A	B	C	2	a	b	c	Ä	Å	Æ	Ç	ä	å	æ	ç	
(3)	D	E	F	3	d	e	f									
(4)	G	H	I	4	g	h	i									
(5)	J	K	L	5	j	k	l									
(6)	M	N	O	6	m	n	o	Ñ	Ö	ñ	ö					
(7)	P	Q	R	S	7	p	q	r	s							
(8)	T	U	V	8	t	u	v	Ü	ü							
(9)	W	X	Y	Z	9	w	x	y	z							

Volume of the ring signal

You can adjust the volume of the ring signal if the fax machine is in stand-by mode or if it is just ringing. Please note that different volumes are set in ☼ and ☾ mode (see chapter **Fax switch**).

1 By pressing ◄/► the display shows the current setting for about three seconds.

2 Change the volume by pressing ◄/► until the desired volume is achieved.

Volume of the loudspeaker

1 You can adjust the volume of the loudspeaker at any time by pressing **DIAL** (without built-in answering device) or ◁ (with built-in answering machine).

2 By pressing ◄/► the display shows the current setting. If you wish to adjust the displayed value, press ◄/► until the desired volume is achieved.

3 Finish your entry by pressing **STOP**.

4 Fax switch

The intelligent fax switch enables you to phone and fax from the same telephone connection and use additional devices.

In mode ☼ the fax machine rings when you receive a telephone call or fax. In mode ☾ you may wish not to be disturbed, faxes will therefore be received silently, without the fax machine ringing. When mode ☽ is activated, the fax machine automatically switches between ☼ and ☾ by the aid of a built-in clock.

The fax switch offers you the full range of features regarding the connection of additional devices. Telephone connections are either serial or parallel. Using EASY INSTALL (press **INSTALL/HELP** for two seconds) your fax machine recognises the type of connection and adapts automatically.

Serial connection

If the machine has detected a serial connection, all incoming calls are analysed by the intelligent fax switch whether to be faxes or telephone calls. The latter will also ring on additional phones.

Parallel connection

A parallel configuration does not permit the full functionality of the intelligent fax switch. With a parallel connection, each call arrives simultaneously at your fax machine and each additional telephone. Consequently, your fax machine is now unable to control the additional telephones. Also, calls cannot be transferred between your fax machine and another parallel telephone.

Mode ☽

By default, your fax machine is set to mode ☽ that means it switches automatically between ☼ and ☾. The factory setting provides that your machine switches at 10 pm to ☾ and at 6 am back to ☼.

☽ deactivating/activating

1 If you want to switch off function ☽, press ☼/☾/☽ for two seconds until you hear a confirmation tone and the pointer above ☽ disappears. Only the pointer above ☼ or ☾ will then appear on the display.

2 If you would like to activate ☽, press ☼/☾/☽ for two seconds, until you hear a confirmation tone and the pointers above ☽ as well as ☼ or ☾ appear on the display.

☽ configuring/checking

1 Select **function 33**.

2 Enter the time at which you want your fax machine to switch automatically to ☼. Confirm with **OK**.

3 Enter the time at which you want your fax machine to switch automatically to ☾. To confirm your settings press **OK**.

Mode ☼

If you only want to use your fax machine in ☼ (⏾ deactivated), press ☼/☽/⏾ for two seconds, until you hear a confirmation tone and the pointer above ⏾ disappears.

1 In **function 31** you can set the fax reception mode.

2 Select with ◄/► one of the settings described below and confirm with **OK**.

You can receive a telephone call on the additional telephone even after the built-in answering machine has already been activated. If you have a serial connection, the built-in answering machine is automatically switched off after lifting the handset of the other telephone. If your connection is parallel, you can switch off your outgoing message by pressing ✱ twice.

Setting	Serial connection	Parallel connection
`FAX:      QUICK`	**Faxes** are received automatically after ringing once or twice.	
	For **phone calls**, your fax machine acts as a normal telephone and starts to ring immediately.	
	Other telephones ring as often as the fax machine.	**Other telephones** ring once or twice.
`FAX:     NORMAL` **Advantage:** the caller only pays call charges when you answer the phone or when fax reception begins.	**Faxes** are received automatically but only after several signals.	
	For **phone calls**, your fax machine acts as a normal telephone and starts to ring immediately.	
	Other telephones ring as often as the fax machine.	**Other telephones** ring until the (built-in) answering device is activated or fax reception is started.
`FAX:     MANUAL` **Advantages:** You have the option of receiving faxes on your computer or another device (the built-in fax switch is switched off).	On receiving a **fax**, your fax machine acts as a normal telephone. If you lift the handset and recognise that the caller is trying to send a fax (tone or silence) press **START** and replace the handset after two seconds.	
	For **phone calls**, your fax machine acts as a normal telephone and starts to ring immediately.	
	Other telephones ring simultaneously with your fax machine. You can start fax reception by pressing the keys ✱ and ⑤ on the other telephone. This mode only works if your telephone sends tone dialling signals.	
`FAX:     EXPERT`	You can enter your personal settings here.	

with built-in answering machine

1 If you have chosen **function 31** and entered the settings for the fax reception described above, you can switch on and off the built-in answering machine and adapt its behaviour described in the table.

2 Choose using ◄/►.

3 Confirm your settings with **OK**.

TAM: ON/LOUD	Your answering machine will be activated automatically after a large number of rings.
TAM: SMART	In the case of a phone call, your answering machine is activated automatically after the fifth ringing signal. After the first message left by a caller, the answering machine of your fax is automatically reduced to two rings. Once you have listened to your messages, the next incoming call will again automatically activate the answering machine after five rings. Using the remote control you are able to check remotely whether new messages have been left on your answering machine (if your answering machine activates after two rings you know right away that new messages have been left).
TAM: OFF	Your answering machine is switched off.

Mode ☾

without built-in answering machine

If you only want to use your fax machine in mode ☾ (☉ deactivated), press ☼/☾/☉ for two seconds until you hear a confirmation tone and the pointer above ☉ disappears.

**1** Select **function 32** and choose with ◄/► one of the settings described below.

2 Press **OK** to confirm the desired setting.

| Setting	Serial connection	Parallel connection
FAX: QUIET	**Faxes** are received automatically and silently.	
	For **phone calls**, your fax machine rings softly.	
	Other telephones only ring for phone calls.	**Other telephones** ring once or twice.
FAX: RINGS	**Faxes** are received automatically after about five soft rings.	
	For **phone calls** your fax machine rings softly.	
	Other telephones ring as often as the fax machine.	**Other telephones** ring until fax reception starts.
FAX: EXPERT	You can enter your personal settings here.	

Mode ☾

with built-in answering machine

Fax reception in ☾ is always silent, and the answering machine is always activated in this mode.

If you only want to use your fax machine in ☾ (☼/☾/⏻ deactivated), press ☼/☾/⏻ for two seconds until you hear a confirmation tone and the pointer above ⏻ disappears.

1 Choose **function 32** to change the ring settings.

2 Select with ◄/► one of the settings described below.

3 Press **OK** to confirm.

Display	Serial connection	Parallel connection
`TAM:      RING 3` You can choose from 1 to 4 rings using ◄/►.	**Faxes** are received automatically and silently.	
	For **phone calls**, your fax machine rings 1 to 4 times (depending on setting), then the answering machine is activated.	
	Other telephones behave like the fax machine.	**Other telephones** ring once or twice.
`TAM:      SILENT`	**Faxes** are received automatically and silently.	
	For **phone calls**, the answering machine is activated immediately. Messages are recorded silently. Your fax machine does not ring.	
	Other telephones do not ring.	**Other telephones** ring once or twice.
	Please note that in this mode you cannot be contacted by phone in an emergency (unless function 53 VIP CODE is activated)!	
`TAM:      EXPERT`	You can enter your personal settings here.	

Fax reception: EXPERT

In EXPERT mode you can set the ringing parameters of your fax machine and other devices yourself.

1 Select **function 31** DAY or **32** NIGHT and confirm with **OK**.

2 Press ► as often as necessary until the EXPERT mode appears on the display. Confirm with **OK**.

3 With ◄/► you can set the number of rings in case of an incoming phone call. Confirm with **OK**.

4 With ◄/► you can set the number of rings to be toll-free for the calling party (these will also be audible on additional telephones). If you enter TOLL FREE: 0, faxes will be received in silence. Automatic fax reception may be impaired if you select a value higher than five for TOLL FREE. In this case, the toll free rings must be reduced to a value less than five.

5 The fax machine with built-in answering machine allows to switch the answering machine on or off with ◄/►. In addition you can select whether or not to mute the loudspeaker while the caller is leaving a message. Confirm with **OK**.

6 If you have connected an external answering device, a smaller number of rings must be set on the answering device than on the fax. In case of serial configuration the total rings of your fax machine, in case of parallel configuration the toll free rings of your fax machine must be set to a higher level than the rings of your answering device. Set your fax machine in accordance with the table below:

Answering machine	Fax machine
1 ring	3 rings
2 rings	4 rings
3 rings	5 rings

Please note that your built-in answering machine cannot be switched off in ☾.

If you enter a wrong digit, delete it using ◄. Then lift the handset.

With →→ you can redial the last five numbers you have dialled. Press the key repeatedly until the desired number is shown on the display.

The **R** key allows you to use various services offered by the telephone service provider (call waiting, toggling calls, etc.). Contact your telephone service provider for more information.

If you have not connected your fax machine to the mains, it will not function at all—even for making telephone calls.

Making a call

1 Dial the desired number.

2 Lift the handset. If you want to dial with the handset replaced press **DIAL/✆**. As soon as the other party answers, lift the handset and speak.

You can also first lift the handset and then dial the number.

Short dial 📖 1-9

There are short dialling keys available which you can use to store numbers you dial frequently.

Storing numbers

1 Press 📖 **1-9** for two seconds.

2 Choose a number between ⓪ and ⑨.

3 Enter a name using the dial pad. Then press **OK**.

4 Enter a number and confirm with **OK.**

Using short dial

1 Press 📖 **1-9** and then a key between ⓪ and ⑨. The stored name or telephone number appears on the display.

2 Lift the handset or, if you want to send a fax, press **START**.

Correcting entries

1 Press 📖 **1-9** and then a key between ⓪ and ⑨. The stored name or telephone number appears on the display.

2 Press 📖 **1-9** for two seconds.

3 With ◄ you can delete characters and then enter them again.

Deleting entries

1 Press 📖 **1-9** and then a key between ⓪ and ⑨. The stored name or telephone number appears on the display.

2 Press 📖 **1-9** for two seconds. Keep ◄ pressed until name and number are deleted.

3 Press **OK**.

4 Choose with ◄/► and confirm with **OK**.

Telephone book 📖 A-Z

The telephone book function on your fax machine has capacity for about 50 numbers and names. The exact figure depends on the length of each entry. You can also store numbers during a telephone conversation.

Storing numbers

1 Press 📖 **A-Z** for two seconds or choose **function 16** and press **OK**.

2 Enter a name using the dial pad. Then press **OK**.

3 Enter a number and confirm with **OK**.

Using the Telephone book

1 Press 📖 **A-Z** .

2 Now press a key of the dial pad or ◄/► until the desired name appears.

3 Lift the handset.

Correcting entries

1 Press 📖 **A-Z** and choose the entry which you want to correct with the dial pad (see above).

2 Then press 📖 **A-Z** for two seconds. With ◄ you can delete characters and then enter them again. Confirm with **OK**.

Deleting entries

1 Press 📖 **A-Z** and choose the entry which you want to delete with ◄/►.

2 Press 📖 **A-Z** for two seconds. Keep ◄ pressed until name or number is deleted.

3 Press **OK**.

4 Choose with ◄/► and confirm with **OK**.

List of telephone numbers

1 Choose **function 42** to print a list of your stored Short dial and Telephone book numbers.

2 Press the **OK** key. Your fax machine will then print out the list.

Call transfer

You can transfer an existing phone call from your fax machine to an additional telephone and vice versa. Call transfer is only possible with telephones connected in serial (see chapter **Fax switch**).

From fax machine to an additional telephone

1 Press ⦵/✎ during the phone call and replace the handset.

2 Your other telephone will ring for a maximum of 30 seconds. If the handset is not lifted in time, the fax machine takes over the call again and rings for about 20 seconds. If you do not lift the handset in time the call will be disconnected.

From an additional telephone to the fax machine

1 Press ✱ and ⓪ during the phone call. If the connection is established successfully, you will hear a tone. Replace the handset within three seconds.

2 Your fax machine will ring for a maximum of about 30 seconds. You can lift the handset. Otherwise the additional device takes over the call again and rings for about 20 seconds. If you do not lift the handset in time the call will be disconnected.

Hands-free operation

(only with built-in answering machine)

You can make a call without using the handset or let persons in the same room participate at the conversation. Therefore press ⊲ after having dialled or during the call. Replace the handset. The microphone and the loudspeaker are being activated.

Mute

You can mute the microphone of the handset so that the other party cannot hear you any more.

1 Press ⦵/✎. You will still hear the person on the other end of the line at reduced volume.

2 If you want to continue your conversation, press ⦵/✎ again.

Calling line identification

only for fax machines with built-in memory (not available in all countries)

Your fax machine is capable of showing the caller's telephone number before you lift the handset. To use this feature you must subscribe to it via your telephone service provider.

1 The telephone numbers of the last ten received calls are stored.

2 To call up the callers' list keep →→ pressed for two seconds.

3 Using ◀/▶ you can now step through the entries. The new entries are marked with an "*".

4 To call back the displayed number just lift the handset. Your fax machine starts dialling.

5 To delete an entry press ◀ for two seconds. Choose with ◀/▶ and confirm with **OK.**

The following points are the most common causes of errors when sending faxes! Don't send

Pages from newspapers (printer's ink).

Stapled pages or pages held together with paperclips. Remove all staples and clips before sending.

Creased or torn pages.

Wet pages or pages with corrections made with correction fluid; dirty pages or pages with a glossy or laminated surface.

Pages joined with sticky tape or glue, with adhesive stickers such as "post-it®" notes, or pages which are too thin or too thick.

Pages written in faint pencil, crayon, chalk or artist's charcoal.

Documents smaller than A5 risk getting stuck in the machine. Write clearly and legibly. Only use pens with dark ink (black/dark-blue, not yellow/orange/light green).

Documents printed on your fax machine are visible on the exhausted ink film. In case of confidential texts the ink film should be destroyed after usage.

Feeding documents in

1 To avoid more than one page being fed at the same time, first fan out the stack and then straighten it on a smooth surface.

**2** Take your documents (max. ten sheets) and insert them loosely with the **printed side up** in the document feed slot until you notice a tangible resistance. Then leave them. The top page will then be taken automatically by the feeding mechanism and drawn in slightly. Do not push this page further in, because otherwise several pages will be drawn in together when sending or copying.

Sending faxes

1 Dial the number you require.

2 Insert your documents **face up** into the paper feed slot (max. ten sheets).
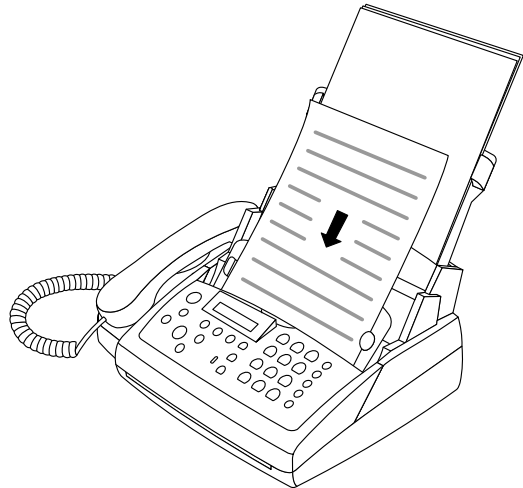
3 If you want to select a higher resolution press **FINE/PHOTO**.

4 Press **START**. Transmission now begins. The recipient's fax machine will now transmit its sender identification, which will appear in your display.

5 If necessary you can interrupt transmission by pressing **STOP**.

Image quality

If you want to improve the image quality you can choose between the options **FINE** (for small print) and **PHOTO** (for photos). Press **FINE/PHOTO** as often as needed until the pointer for the desired resolution lights up. After transmitting or, if there is no document in the feed slot, after 40 seconds the fax machine will automatically return to standard resolution.

Transmission report—error report

Your fax machine can print a transmission report every time you have sent a document. This way you are given confirmation that your document has been received. If an error occurs during transmission you will be informed on the error report. The printing of a transmission report can be switched on and off while the error report is always printed.

1 Choose **function 43**.

2 Select with ◄/► and confirm with **OK**.

Transmission speeds

Your fax machine automatically adjusts its transmission speed to the quality of the telephone line. Especially in case of overseas transmissions this process can take more time. If the poor line quality is already known it is useful to set the machine at a slower speed from the very beginning using ◄/► in **function 21**. This will save time and charges the automatic adjustment would require.

Size compression

To make sure that received faxes that are slightly longer than A4 size are printed on one page, these pages are slightly reduced vertically. If you want to receive fax messages in the same size as sent by your fax partner, please switch it off in **function 25**.

Fax journal

The fax journal is a list of the last ten received and transmitted faxes. In **function 41** you can choose if and when a fax journal is printed (immediately or after ten transmissions) using ◄/►.

Polled reception

By means of this function documents which have been prepared for collection from another fax machine can be retrieved.

Quick polling

Dial the desired number with the handset replaced. Then press **OK**.

Polling with code

If your correspondent has entered a code to protect the document to be retrieved against unauthorised access please proceed as following:

1 Choose **function 22**.

2 Enter the code and press **OK**.

3 Then enter the telephone number and press **START**. If it does not work, try to poll manually. Lift the handset, dial the required number and then press **START**.

Polling codes work in accordance with the ITU international standard. However, there are manufacturers who use other processes and whose machines are therefore not compatible.

Polling send

You can allow a document to be polled from your fax machine.

1 Insert the document in the document feed slot.

2 Select **function 23** and enter a code. Confirm with OK. The document in your fax machine is now ready to be polled. The document can now be polled by a person in possession of this code.

3 The operation is interrupted as soon as you remove the document. You can still make telephone calls while this function is activated.

Polling codes work in accordance with the ITU international standard. However, there are manufacturers who use other processes and whose machines are therefore not compatible.

If you want to send faxes to fax databases or if you want to poll from these, some databases have a sub-address which you can add to the telephone number. This will save you money in telephone charges. First enter the telephone number of the database and then press **R**. Then enter the required sub-address. If you are not sure whether your fax polling service supports sub-addresses, please contact your polling service operator.

Delayed send

If you wish to make use of cheaper telephone rates, or if your fax correspondent is only available at particular times, you can program automatic transmission of a fax at a later time (within 24 hours): select **function 24** and enter the time when you wish the document to be sent. Press **OK** and insert the document. Dial the desired telephone number and then press **START** or **OK**. You can still make telephone calls while this function is activated. The fax machine is now ready to send the inserted document. If you remove the latter the stand-by mode is cancelled.

Paperless fax reception
(only for fax machines with built-in memory)

If there is no paper in the paper feed mechanism or if the ink film is finished, any incoming fax will be received into memory. The **DMM** pointer appears on the display to indicate that the memory contains documents. As soon as paper and/or ink film are loaded, the fax machine automatically prints out all documents in memory.

When a fax message has been fully printed, it is deleted automatically from memory. If the printing process is interrupted, all fax messages not printed completely remain in memory. If the memory is full, no more pages can be stored. **CHECK DISPLAY** flashes and on the display appears:

```
MEMORY FULL
```

7 Answering machine

Your fax machine is equipped with a digital telephone answering machine. All recorded messages are stored in a solid-state electronic memory which has a recording capacity of about 15 minutes. There is neither a magnetic tape nor a cassette.

Your answering machine is factory-programmed with a recorded outgoing message. If you want to record your own outgoing message, proceed as described under "Recording a message". Write down your messages before you record them (max. 20 sec.).

Make sure that your fax machine stands on a flat surface, because otherwise the microphone may be covered.

Switching on and off

1 Select **function 31** and confirm with **OK**.

2 Confirm the current fax reception mode with **OK**.

3 Select with ◄/► and press **OK** again.

Recording a message

1 Hold down **RECORD** for two seconds. Press **RECORD** again, until you hear a confirmation tone. Now start to record your message.

2 A black bar indicates you how much memory is available for the outgoing message.

3 Stop recording by pressing **RECORD** or **STOP**. If you want to record only the first outgoing message, press ⌗.

4 If you want to record a closing message, press **RECORD** and proceed as described above.

5 By pressing ◄/► you can change the volume of the messages. If you want to re-record the messages, press **RECORD** shortly.

Recording time

1 Select **function 51** and press **OK**.

2 Press ◄/► to choose between 30, 60, 120 seconds or the AUTO mode (unlimited recording time). Please note that AUTO mode is not available in all countries.

Listening to messages

1 If **PLAY/PAUSE** flashes, messages have been recorded for you. Press **PLAY/PAUSE** to listen to the first message. The date and time the message was received will be shown on the display.

2 If you want to interrupt the message, press **PLAY/PAUSE**. When you want to continue with the messages, press **PLAY/PAUSE** again.

3 Press ⌗ to skip to the next message, press ✱ to repeat the previous message.

Play back volume

1 Press ◄/► while playing back messages. The current volume setting will be displayed.

2 Press ◄/► to obtain the desired volume.

Deleting messages

Single messages

1 If you want to delete the message which is currently being played, press **CLEAR**.

2 You will be asked on the display if you really want to delete this message. Press **CLEAR** again.

All messages

1 Press **CLEAR** after having listened to all messages.

2 If you actually want to delete all messages, press **CLEAR** again. To interrupt the deleting process press **STOP**.

Forwarding messages

Your fax machine can automatically forward all incoming messages to another telephone number. Switch on **function 55** and enter the telephone number to which you wish recorded calls to be forwarded. You can select the number of messages to be forwarded each time. Your fax machine will wait until the selected number of messages has been received and then calls the desired number automatically. A text announcing the call forwarding is transmitted when the connection is made. Then the party to which the calls are being forwarded needs to enter the **access code** (see **function 52**). If the correct access code is not entered within 40 seconds, your fax machine will disconnect the call.

1 Choose an answering machine mode in function 31 (see chapter **Fax switch**). If the answering machine (TAM) is disabled, turn it on.

```
TAM:     ON/LOUD
```

2 Select **function 55** and press **OK**.

3 Choose with ◄/► and confirm with OK.

4 Enter the telephone number your messages should be forwarded to and press **OK**.

5 Choose with ◄/► the number of messages you want to be forwarded each time.

6 To record a new forwarding message, press **OK**.*

7 Press **RECORD**. Wait for the confirmation tone and start speaking. Position yourself about 20 cm from the fax machine. A black bar will indicate how much memory is available. An example of an announcement might be: *"Hello, there are messages for Mrs. Berger; please enter the access code."*

8 Press **STOP** when you have finished. The forwarding message will be played back.

9 The fax machine is now switched to stand-by mode.

* If a message has already been recorded

a Press **OK**.

b Select with ◄/►. If you wish to record a new forwarding message, select YES. If you want to use the existing message, select NO. Press the **OK** key to confirm.

```
REC. MESSAGE:YES
```

```
REC. MESSAGE: NO
```

c Follow the process described above from paragraph **7**.

Recording a conversation

You can record a telephone conversation with your fax machine.

1 Press **RECORD** during a telephone conversation.

2 To stop recording, replace the handset or press **STOP**.

3 The recorded conversation can be played back and deleted like any recorded message.

You can not record a telephone conversation while hands-free operation is activated.

VIP code

Ringing despite switched on answering machine

Persons you had given this code to can make the telephone ring after the answering machine has taken the call. This is advantageous if you have switched the answering mode to SILENT in function 32.

1 To enter this code please select **function 53**. Enter the code and confirm with **OK**.

2 This code must not be the same as the access code (function 52)!

Memo

Announcement only

The memo function offers the applications "external memo" and "internal memo".

External Memo

With this function, you can record a message which the caller can hear without being able to leave a message in return.

1 First select a desired reception mode in **function 31** (see chapter **Fax switch**). Then select **function 54** and choose the external memo mode by pressing ◄/►. Confirm with **OK**. (If you already have recorded a memo you want to use again, just press **OK** once more.)

2 Press **RECORD** and wait for the confirmation tone. Start to speak. Press **RECORD** or **STOP** when you have finished. The message will be played back.

Internal Memo

You can record a personal message with this function. Messages can be heard on the fax machine itself or by remote control from a telephone. Select **function 54**, chose the internal memo mode by pressing ◄/► and confirm with **OK**. Record the desired message as described above. Internal memos can be played back and deleted like any other message.

Remote control

You can also control the answering machine functions on your fax from any telephone using tone dialling.

Before you can use remote control you have to enter an access code in **function 52** (this code will also be used for function 55 Forwarding).

Preparing your fax machine for remote access

1 Select **function 52** and press **OK.**

2 Enter a four digit code.

3 Press **OK.** The code is now stored.

Remote access of the answering device

1 If you want to listen to the messages recorded from another telephone, call your fax machine and wait for the answering machine to play the message.

2 Enter the four-digit code. The outgoing message will be interrupted. The new messages will be recorded. If no new messages have been recorded, you will hear a second confirmation tone.

3 Then you can enter commands as usual or terminate the remote control by replacing the handset.

Overview of commands

① The message you are just listening to will be repeated.

② Your messages will be played back.

③ Move to the next message.

④ Record a new outgoing message. If you press ④ again after two confirmation tones, you will hear a long confirmation tone. Record the new outgoing message and finish with ④.

⑤ The current outgoing message will be replayed.

⑥ The current message will be deleted. If you press ⑥ after having listened to all messages, all messages will be deleted. In both cases you will hear a confirmation tone after the first time you press the key. Press ⑥ again within five seconds to execute the deleting command.

⑦ Activate ☀.

⑧ The current command will be interrupted.

⑨ Activate ☾.

FUNCTIONS

①	Repeat current message	⑥	**Delete message:**
②	Play		Current message Press ⑥ ♦ ♪♪ Press ⑥ ♦ ♪, deleted
③	Skip forward		All messages Press ⑥ ♦ ♪♪ Press ⑥ ♦ ♪, deleted
④	Record outgoing messages		
⑤	Play outgoing message	⑦	**DAY-Mode:** Press ⑦ ♦ ♪ , (DAY-Mode activated)
⑧	STOP	⑨	**NIGHT-Mode:** Press ⑨ ♦ ♪ , (NIGHT-Mode activated))

Remote access:

Enter telephone number	1 2 3 / 4 5 6 / 7 8 9 / 0
Wait for outgoing message	
Enter access code	x x x x
Listen to new messages	♪♪
Enter function	1 2 3 / 4 5 6 / 7 8 9 / 0
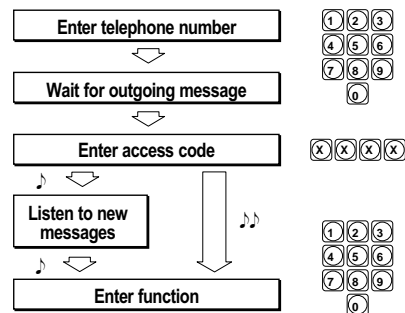
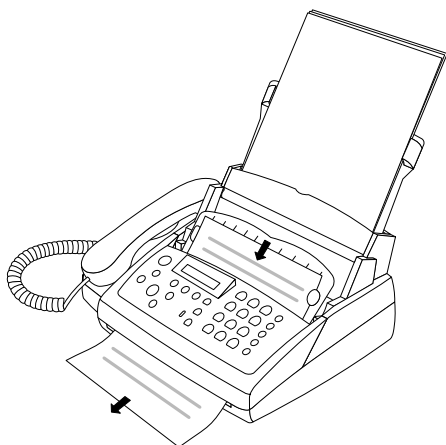## Copying

You can use your fax machine to make copies of an original. When copying your fax machine switches automatically to resolution **FINE**. You may also choose **PHOTO** resolution when copying photographs or for an even finer resolution.

1 Hold your documents **face up**. The documents must rest against the document width adapters. To prevent several sheets being drawn into the machine at once, please straighten the documents to the same height before inserting them in the document feed (see also **The fax / Sending faxes**). You can load up to ten pages at once.
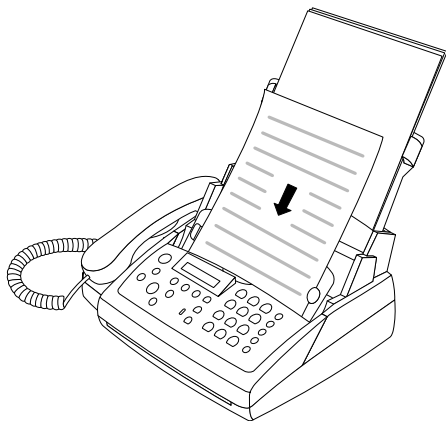
2 Choose the desired resolution by pressing **FINE/PHOTO** and then press **START/COPY**.

3 The document will now be fed into the machine. It will appear at the front of the machine again. The last page of the copy will not appear completely in front of the document outlet. Pull it out softly.

If your local copies or received faxes are blank, the document was inserted the wrong way.

You can interrupt the process of copying by pressing **STOP**.

EASYLINK

Setting additional devices

The three codes which you can enter with this function help you, when you receive a call on the additional telephone or wish to transfer a call or fax to your fax machine.

1 Code for starting your fax machine from another telephone: ✱⑤.

2 Serial connection: Code for transferring a call from another telephone connected serial to your fax machine: ✱⓪. Please note that when using this code you have to replace the handset of your additional device after you have entered the code. See chapter **The telephone / Call transfer**.

3 Parallel connection: Code for switching off the fax machine of an additional telephone connected in parallel: ✱✱. **For fax machines with built-in answering machine:** This code is also used to switch off the outgoing message if the answering machine is already activated.

To be able to use this function you must set your additional or cordless telephone to tone dialling. If your telephone service is not compatible with this dialling method and requires pulse dialling, you must temporarily set your additional device to transmit tone dial signals. Please refer to the operating instructions of your additional device to find out how to make this temporary adjustment.

> **!** **Only change the specified codes if absolutely necessary!**

Select **function 34** and press **OK**. Enter a two-digit code. The first digit should be the sign ✱ or #. Confirm with **OK**. Execute this procedure for each of the three codes.

Please note that the three EASYLINK codes must be different. If you enter the same code more than once, the following message appears on the display:

`CODE NOT OK`

9 Troubleshooting

The following table contains an overview of the most frequent operating errors or problems and their possible causes and remedies. Before calling our service desk, please consult this table which has been compiled by our service engineers. In most cases you will be able to solve the problem on your own.

If you cannot rectify a fault using the instructions provided, please disconnect from the mains. Wait at least ten seconds and reconnect. If the fault recurs, please contact your customer information centre.

The faxes are of poor quality

Error	Possible cause	Remedy
You or your fax correspondent receive blank pages.	Your fax correspondent sends the wrong (blank) side of a document. The printer is faulty.	Your fax correspondent must feed the document properly. Test the fax machine by making a copy. If your copy is faultless the correspondent's fax machine might be defective. Call service if necessary.
Faxes are of poor quality.	The document contains photographs or small print. The document lacks contrast. Your fax machine is faulty.	Change the resolution setting to **FINE** or **PHOTO**. Check the document. Test the fax machine by making a copy. If your copy is faultless the correspondent's fax machine might be defective. Call service if necessary.
Your fax or your recipient's fax machine produces black lines when printing.	There is paper in the sheet feeder or the scanner is dirty. Your fax machine is faulty.	Open the operation panel and remove the paper from the document feed slot. Test the fax machine by making a copy. If your copy is faultless the correspondent's fax machine might be defective. Call service if necessary.
Your fax machine produces white lines when printing.	Your thermal print head is dirty.	Copy a black page several times until the lines disappear.

Problems when establishing a connection

Error	Possible cause	Remedy
You cannot phone or send faxes.	Wrong dialling mode selected.	Change the dialling mode with function 15.
	You are operating your fax machine on a private branch exchange and have not set it accordingly.	In function 15, select PABX: Yes.
`TRANSM. ERROR` **CHECK DISPLAY** Error report	The telephone connection is of poor quality. The recipient has a paper jam or has run out of paper.	Try again or send the fax at reduced speed (function 21). Call your fax partner.

`NO CONNECTION`
 or
 `REDIAL FAILED`
	Your fax partner's line is busy, does not answer or a different device answers.	Try later or draw your fax partner's attention to a possible installation fault.

`NO LOOP CURRENT`	Improper installation or plug-in of fax machine.	Check the installation of your fax machine.
`NO DIALTONE`	You are connected to a PABX system. You have connected your telephone cable to the socket on the bottom of your fax machine identified with **EXT**.	Check the settings in function 15. Connect your telephone cable to the socket on the bottom of your fax machine identified with **LINE**.
When you lift the receiver of your fax machine you do not hear the dial tone.	You have connected the telephone cable to the socket marked with **EXT**.	Plug the telephone cable into the socket marked with **LINE** on the base of the fax machine.
`BUSY` or fax transmissions are constantly interrupted.	Your fax correspondent has a fax machine that cannot receive the usual standard identifying signals.	Try to send the fax manually: press **DIAL/**◁ and dial the fax number. You will hear the call being established. If the recipient is using an automatic answering device, wait until you hear a tone after the prerecorded message and then press **START**.
You cannot send any faxes (you have set the ringing signals with EXPERT mode).	You have set the total number of rings (TOTAL RINGS: _) to a too high value. For many fax machines, the call establishment procedure is too long, and transmission is interrupted.	Set the total rings or the toll free rings to a lower value than 5 in function 31 or 32 FAX:EXPERT.

Other		
Error	**Possible cause**	**Remedy**
Copy is blank.	Document loaded the wrong way up. Printer or scanner faulty.	Load the document with the printed side up. Service.
On lifting the handset you hear a tone or silence.	The caller is trying to send a fax.	On the fax machine: press **START**. On the additional telephone: press ✱ and ⑤. Then replace the handset.
On lifting the handset of an additional telephone you hear in the background the ringing tone or, depending on the device type, the activated outgoing message of your own built-in answering machine.	Your additional telephone is connected in parallel.	Press ✱ twice to switch off the ringing tone or the outgoing message. You can now make a call without interferences (see chapter **Fax switch**).
Received documents do not appear as normal at the front of the fax machine.	Paper jam.	Open the operation panel and ink film cover. Leave the paper refill flap closed. Pull the crumpled paper out carefully from inside.
Only for fax machines with built-in answering machine: You have switched on your answering machine and cannot receive any faxes.	You are using background music. Your outgoing message is too long.	Record a message without music. Record a shorter announcement (no longer than 20 seconds).
`CLOSE PAP. COVER`	Your ink film cover is open.	Close the cover.
`PAPER JAM`	One sheet or more sheets of paper were not drawn in straight. Too many sheets inserted (more than 50 sheets).	Open the operation panel and the ink film cover and pull the paper carefully outwards from the inside.
`DOCUMENT JAM`	One document was not drawn in straight or more documents were both drawn in at the same time.	Open the operation panel and pull the paper carefully outwards in one direction.
`EXTERNAL PHONE`	You are now using an additional telephone.	This is not a fault!
`INKFILM LOW`	Your ink film is nearly used up.	Get a new ink film.

Service code

> **!** Only use this function when absolutely necessary. If you are satisfied with your changes to the factory settings you should not use this function.

Function 45 (Service code) is used to delete some or all of your changes to the factory settings. This function enables you to partially or fully reconfigure your device. It is especially helpful if you have modified settings but find that your fax machine does not respond as expected.

After deleting some or all of your custom settings please rerun EASY INSTALL.

The following codes are at your disposal:

Code No. 7117

This code erases all your modifications to the factory settings. The fax machine will therefore react in exactly the same way as on first installation.

Code No. 7140

When you enter this code, all your entered settings and data will be erased, except for:

- your personal outgoing message on your built-in answering machine
- received messages
- stored short dial numbers
- stored telephone book numbers
- your name
- your telephone number

Example for using a service code:

1 Select **function 45** and enter the service code (7117 or 7140). Press **OK**.

2 With ◄/► you can select whether you really want to delete your settings. Confirm with **OK**. Your fax machine will be reset to its original configuration.

Care and maintenance instructions

The scanner glass and rollers of your fax machine should be cleaned of paper dust and scuff when necessary.

> **!** Before opening the fax machine, make sure that you are electrically discharged by e.g. touching the metal housing of a grounded appliance, a water pipe or radiator.
>
> **!** Use a soft, fluff-free cloth lightly moistened with a little alcohol (96%). You can also use a special cloth for cleaning fax machines, which is available on the market. Do not allow any moisture to penetrate inside the device.

Fouling by copying or sending fax messages

Clean the scanner glass, scanner roller, document feed roller and facing rubber lips
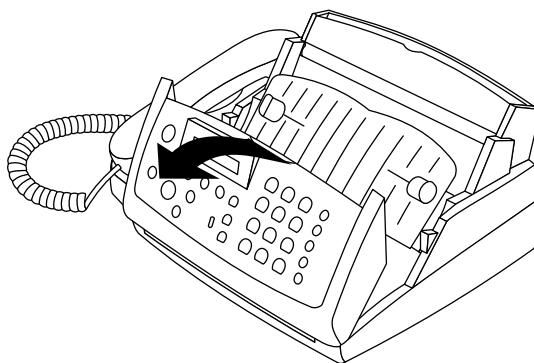
1 Open the operation panel by raising it at the recess in the middle. If you hear a slight click, the panel is latched into place.
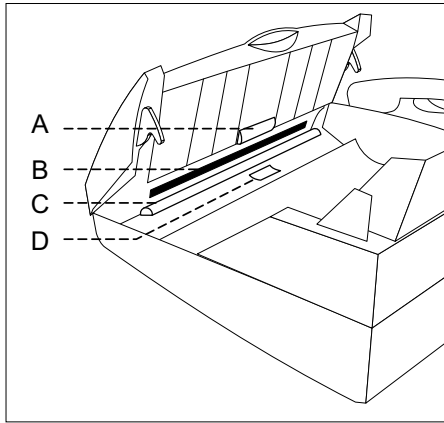
Lightly wipe the scanner glass (B) and rubber lip (D) with a cloth. Carefully turn the document feed roller (A) by hand and wipe it gently with the cloth.

Hold down the **FINE/PHOTO** key on the operation panel: the scanner roller (C) will begin to turn. You can then clean the scanner roller evenly by lightly rubbing the cloth over it.

Fouling by received fax messages

Clean printer roller

If the paper feed mechanism contains paper please remove it.
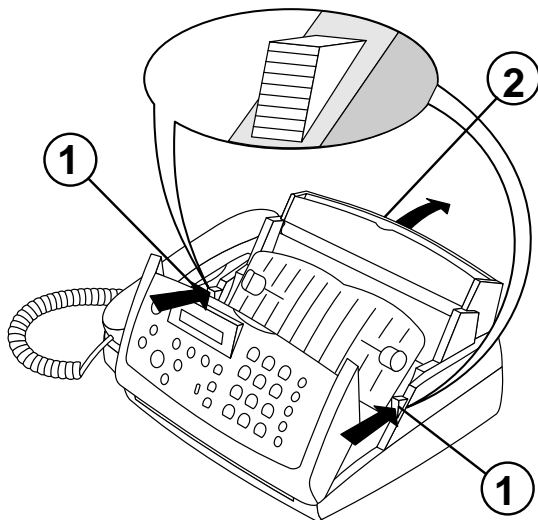
1 Open the operation panel as described above.

2 Then open the ink film cover by pressing both blue release levers back at the same time with both hands and then folding back the ink film cover.
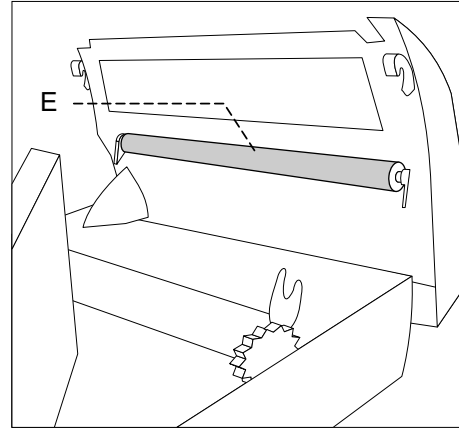
3 Using a cloth as described above, wipe the grey printer roller (E). To clean the entire roller turn the roller by hand.

4 When cleaning is complete, close the ink film cover and the operation panel.

! Do not use the fax cleaners available on the market which are drawn through the machine automatically. By doing so you can damage your fax machine!

Technical specification

Compatibility	ITU Group 3		
Type of connection	outside line (PSTN) / extension (PABX)		
Flash times	Singapore:	outside line (PSTN): 600 ms	
		extension (PABX): 600 ms	
	other countries:	outside line (PSTN): 100 ms	
		extension (PABX): 100 ms	
Size of document	width:	single sheet	148 - 217 mm
		several sheets	148 - 217 mm
	length:	single sheet	100 - 600 mm
		several sheets	148 - 297 mm
	thickness:	single sheet	0.05 - 0.2 mm
		several sheets	0.08 - 0.12 mm
Printing paper	A4 210 x 297 mm, 80 g/m²		
Largest scanning width	216±1 mm		
Resolution	horizontal:	8 points/mm (200 dpi)	
	vertical:	standard	3.85 lines/mm
		fine	7.7 lines/mm
Photo mode	16 grey tones (fax machine		
	without integrated answering device)		
	64 grey tones (fax machine		
	with integrated answering device)		
Contrast control	automatic		
Copying	fine and photo resolution		
Data compression	MH, MR		
Modulation	V29bis, V27ter, V21		
Transmission speeds	9600/7200/4800/2400 bps		
Sound power level	stand by mode: <30 dBA		
	copy mode: <53 dBA		
Printing method	ink film printer		
Fax paper	standard A4 letter 210 x 297 mm (document)		
Document feed	up to 10 letters (80 g/m²)		
Fax switch	DAY/NIGHT/TIMER		
Dimensions	357 x 253 x 160 mm (without paper tray)		
Weight	about 3 kg		
Power consumption	stand by: about 3 W		
	telephoning: about 5 W		
	sending a standard letter: ca. 20 W		
	receiving a standard letter: ca. 35 W		
Power supply	220-240 V / 50-60 Hz		
Speech recording time	up to 15 minutes		
Speech output	yes		
Allowed operating environment	temperature: 5 - 40 ℃		
	relative humidity: 15 - 85 % RH not condensing		
Recommended operating environment in use:	temperature: 17 - 28 ℃		
	relative humidity: 20 - 80 % RH not condensing		
Recommended operating environment in unplugged status (ready for operation with loaded ink film and paper):	temperature: 0 - 45 ° C		
	relative humidity: 15 - 85 % RH not condensing		
Interference suppression:	with EN 55022 / VDE 0878 part 1 class B		

Glossary

additional device, additional telephone: You can operate your fax machine together with additional devices such as (cordless) telephones, an answering machine etc. on a single telephone line. You have to enter some specific settings.

calling line identification: When you receive a telephone call, the number of the calling party will be shown on the display (not supported by all network providers).

DMM (Dynamic Message Memory): Messages of the built-in answering machine as well as fax messages that had not been printed will be stored in this memory .

document: The written note you want to send by fax to another party.

DTMF: short for "Dual Tone Multiple Frequency". With this signal you can start fax reception from an additional telephone which has tone dialling.

fax switch, automatic and manual receive: The fax switch analyses incoming calls and detects whether it is a normal call or a fax call. If you have chosen automatic receive a fax will be received automatically and silently. If you have chosen manual receive, the fax switch is not operating and faxes can only be received by pressing START.

incoming message: The message a caller can leave when your answering machine is switched on and he speaks after the beep tone.

ink film: An "ink" coated foil (similar to a ribbon) for printing out on plain paper.

ITU : International Telecommunications Union

outgoing message (OGM): As a factory setting an outgoing message is recorded. When your answering machine is switched on the caller hears this message which is followed by a beep tone.

parallel: When more than one telecommunication device is—depending on the country—either connected parallel or serial (one after the other).

polling: You can collect documents which have been prepared for collection at a remote fax machine.

private branch exchange (PABX): Private branch exchange systems are common in most large companies. They provide a kind of internal telephone network. In order to connect to the public network you must first dial an outside line.

pulse dialling: The old dialling mode is pulse dialling. Every number key has a specific number of pulses assigned to it.

sender identification: On most fax machines the name and the number of the user can be entered. This so-called sender identification will be printed on the fax receipt and will also appear on the display of the fax correspondent's machine.

serial: When more than one telecommunication device is—depending on the country—either connected parallel or serial (one after the other).

tone dialling: Tone dialling is the modern dialling mode. Every key has a different tone assigned to it.

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