SHARP®

LASER PRINTER

Operation Manual (for facsimile)

Be sure to become thoroughly familiar with this manual to gain the maximum benefit from the product.

Before installing this product, be sure to read the installation requirements and cautions sections of the "Operation manual for printer operation and general information".

Be sure to keep all operation manuals handy for reference including this manual, the "Operation manual for printer operation and general information" and operation manuals for any optional equipment which has been installed.

■ CAUTION:

To reduce the risk of fire, use only UL-Listed No.26 AWG or larger telecommunication line cord.

■ WARNING:

FCC Regulations state that any unauthorized changes or modifications to this equipment not expressly approved by the manufacturer could void the user's authority to operate this equipment.

■ FAX interface cable and Line cable:

These special accessories must be used with the device.

■ NOTE:

This equipment 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, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications.

Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

INTRODUCTION

Thank you for purchasing this product. This manual only explains the facsimile functions of the product. For information on loading paper, replacing toner cartridges, clearing paper jams, handling peripheral units, and other printer-related information, please refer to your "Operation manual (for printer operation and general information)".
Additional manuals have been provided for copy and network scanner features. Please refer to these as necessary.
This manual assumes that several options have been installed.

TO USE THIS PRODUCT CORRECTLY AS A FACSIMILE

Several points must be kept in mind when using this product as a facsimile.
Please note the following:

■ Settings and programming

Information about settings and programming that are required before the fax functionality can be used is located in "Points to Check and Programming after Installation" on page 1-2 of this manual. Please read this section and perform the required settings and programming.

■ Lithium battery

A lithium battery inside the unit keeps settings and programmed information in memory.
- When the battery dies, settings and programmed information will be lost. Be sure to keep a written record of the settings and programmed information. (Refer to page 6-14.)
- The life of the lithium battery is approximately 5 years if the main switch and fax power switch are kept continually off.
- When the battery dies, please consult your dealer or your nearest Sharp customer assistance center. When the lithium battery dies, a message will appear in the display and the unit will no longer function.

■ Other information

- If a thunderstorm occurs, we recommend that you unplug the power cord from the power outlet. Information will be retained in memory even if the power cord is unplugged.

- **Keep the fax power switch turned on. (Page 0-7 of "Operation manual (for printer operation and general information)".)**
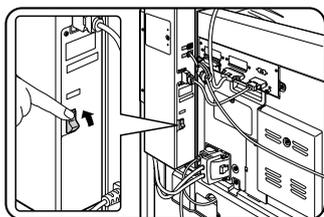
Fax functions cannot be used when the power is turned off.

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FCC NOTICE TO USERS

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

An FCC compliant telephone cord and modular plug is provided with this equipment.
This equipment is designed to be connected to the telephone network or premises wiring using a compatible modular jack which is Part 68 compliant.
This equipment connects to the telephone network through a standard USOC RJ-11C network interface jack.

The REN is used to determine the quantity of devices which may be connected to your telephone line.
Multiple devices on one line may result in the devices not ringing in response to an incoming call.
In most, but not all areas, the sum of the RENs of all devices should not exceed five (5.0).
To be certain of the number of devices that may be connected to your line, as determined by the total RENs, contact your local telephone company.

If this equipment causes harm to the telephone network, your telephone company may disconnect your service temporarily.
If possible, They will notify you in advance.
If advance notice is not practical, you will be notified as soon as possible.
You will also be advised of your right to file a complaint with the FCC.

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

If the equipment is causing harm to the telephone network, your telephone company may ask you to disconnect the equipment until the problem resolved.
If you have any questions or problems which cannot be solved by reading this manual, please contact

> Sharp Electronics Corporation
> P.O. Box 650
> Mahwah, NJ 07430-2135
> Telephone: 1-800-BE-SHARP

This equipment may not be used on coin service provided by the telephone company.
Connection to party lines service is subject to state tariffs.
Contact your state's public utility commission, public service commission or corporation commission for more information.

When programming emergency numbers and/or making test calls to emergency numbers:

1. Remain on the line and briefly explain to the dispatcher the reason for the call.
2. Perform such activities in the off-peak hours, such as early morning or late evening.

ABOUT THE TELEPHONE CONSUMER PROTECTION ACT OF 1991

The Telephone Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electric device to send any message via a telephone facsimile machine unless such message clearly contains in a margin at the top or bottom of each transmitted page or on the first page of the transmission the following information:

1) The date and time of transmission.
2) Identification of either the business, business entity or individual sending the message.
3) Telephone number of either the sending machine, business, business entity or individual.

In order to program this information into your facsimile machine, please refer to the appropriate instructions in the operation manual.

IMPORTANT SAFETY INFORMATION

- If any of your telephone equipment is not operating properly, you should immediately remove it from your telephone line, as it may cause harm to the telephone network.
- The AC power outlet shall be installed near the equipment and shall be easily accessible.
- Never install telephone wiring during a lightning storm.
- Never install telephone jacks in wet locations unless the jack is specifically designed for wet locations.
- Never touch uninsulated telephone wires or terminals unless the telephone line has been disconnected at the network interface.
- Use caution when installing or modifying telephone lines.
- Avoid using a telephone (other than a cordless type) during an electrical storm. There may be a remote risk of electric shock from lightning.
- Do not use a telephone to report a gas leak in the vicinity of the leak.
- Do not install or use the machine near water, or when you are wet. Take care not to spill any liquids on the machine.

NOTICE FOR USERS IN CANADA

"**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 be connected to the facilities of the 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."

"**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 REN of this equipment is indicated on the label of the equipment.

AVIS POUR NOS UTILISATEURS AU CANADA

AVIS : L'étiquette de l'Industrie Canada identifie le matériel homologué, Cette étiquette certifie que le matériel est conforme à certaines normes de protection, d'exploitation et de sécurité des réseaux de télécommunications. Industrie Canada 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'empêchent pas la dégradation du service dans certaines situations.

Les réparations de matériel homologué doivent être effectuées par un centre d'entretien canadien autorisé désigné par le fournisseur. La compagnie 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 terre de la source d'énergie électrique les lignes téléphoniques et les 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 de lui-même, il doit avoir recours à un service d'inspection des installations électriques, ou à un électricien, selon le cas.

Remarque : L'indice de change (IC) assigné à chaque appareil terminal indique le nombre de terminaux pouvant être raccordés à une interface téléphonique. La terminaison de l'interface peut être constituée de n'importe quelle combinaison d'appareils terminaux pourvu que la somme des indices de charge de l'ensemble des appareils terminaux ne dépasse pas 5.

> Le nombre REN (Ringer Equivalence Number) de cet appareil est indiqué sur l'étiquette de l'appareil.

Sharp Electronics of Canada Ltd.
335 Britannia Road East,
Mississauga, Ontario, L4Z 1W9
Canada
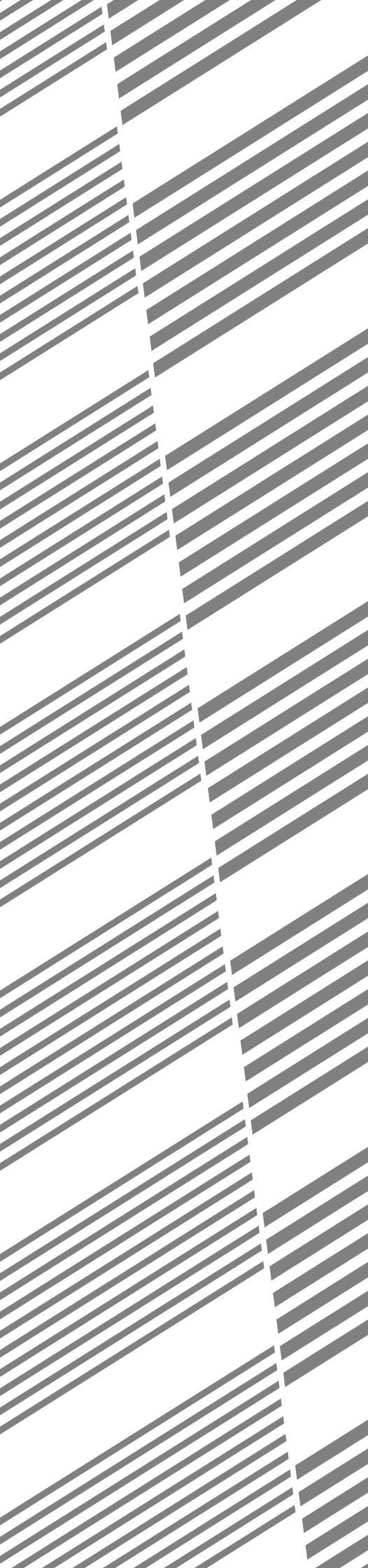
CHAPTER 1

BEFORE USING THE FAX FEATURE

This chapter contains basic information about using the fax features of this product. Please read this chapter before using the fax features.

POINTS TO CHECK AND PROGRAMMING AFTER INSTALLATION

After installing the unit and before using it as a fax machine, check the following points and program the required information.

■ Make sure the fax power switch is turned on

In addition to the main power switch, the rear of the unit also has a power switch for fax functionality. If this power switch is not turned on, you will not be able to use the unit as a fax machine. Please keep the fax power switch turned on at all times.

■ Make sure the correct date and time have been set

Make sure the correct date and time have been programmed in the unit (refer to page 3-15 of "Operation manual (for printer operation and general information)"). If the date and time are wrong, please correct them.
It is important to set the correct date and time because they are used for such features as Timer Transmission (page 3-4).

■ Program the sender's name and sender's number

Refer to page 8-4 to program the name and fax number of the user of this product using the key operator program. The programmed name and number are printed at the top of each transmitted fax page. The sender's number is also used as an identification number when you use the Polling function to request transmission from another fax machine (refer to page 3-6).

NOTE
You can check your programmed name and number by printing out the Sender List. (Refer to page8-10.)

A LOOK AT THE OPERATION PANEL

Operation panel keys used for fax and keys displayed on the touch panel are explained here.
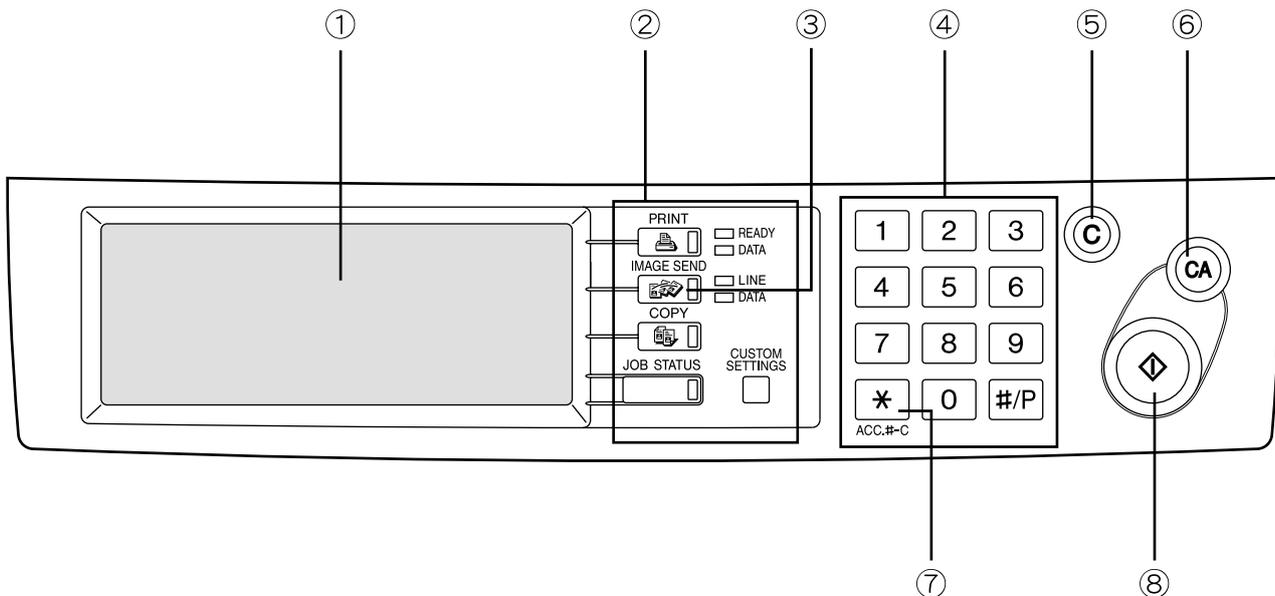
① **Touch panel (following page)**
The machine status, messages and touch keys are displayed on the panel. The display will change to show the status of print, copy, network scaner or fax according to which of those modes is selected.

② **Mode select keys (page 2-2)**
Use to select the basic modes of the product.

③ **IMAGE SEND key**
Press to select fax mode and display the basic screen of fax mode.

④ **Numeric keys**
Use to enter fax numbers, sub-addresses, passcodes, and numerical settings.

⑤ **C key (clear key)**
Use to clear a mistake when entering fax numbers, sub-addresses, passcodes, and numerical settings. One digit is cleared each time you press the key. When an original is being scanned, this key can also be used to cancel scanning.

⑥ **CA key**
Use to cancel a transmission or programming operation. When the key is pressed, the operation is canceled and you return to the initial screen (next page).
When sending a fax, this key is also used to cancel an image setting, paper size setting, or special function.

⑦ **✳ key (page 5-5)**
This is used to produce tone signals when you are on a pulse dial line.

⑧ **Start key (page 2-3)**
Press to begin scanning an original for fax transmission.

NOTE
For information on the parts of the unit that are used for faxing, refer to page 3 of "Operation manual (for copier)". For parts that are used for both faxing and printing, refer to page 1-4 of "Operation manual (for printer operation and general information)".

FAX MODE (CONDITION SETTING SCREEN)

The condition setting screen of fax mode is displayed by pressing the IMAGE SEND key while the print mode, copy mode, or job status screen appears in the touch panel. In the explanations that follow, it is assumed that the initial screen that appears after pressing the IMAGE SEND key is the condition setting screen (shown below). If you have set the display to show the address directory (following page) when the IMAGE SEND key is pressed, touch the CONDITION SETTINGS key in the address directory to display the condition setting screen.
The key operator program can be used to set the display to show either the condition setting screen (shown below) or the address directory screen (following page) when the IMAGE SEND key is pressed (refer to page 8-3).

■ Condition setting screen

The display is initially set (factory setting) to show the following condition setting screen as the initial screen.
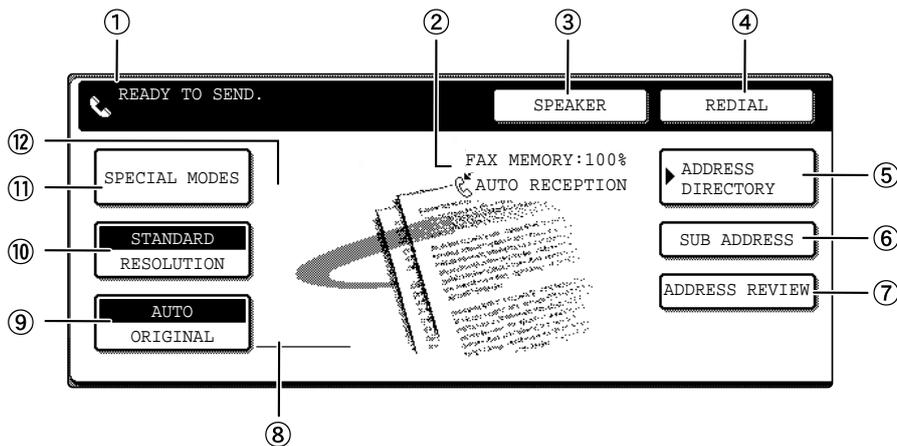
① **Message display**

Messages appear here to indicate the current status of the machine. When the machine is ready to send, an icon 📞 appears to the left.

② **Memory and reception mode display**

This shows the amount of fax memory that is free and the currently selected reception mode.

③ **SPEAKER key (page 1-11)**

This key is used for dialing with the speaker. During dialing it changes into the PAUSE key, and after pressing the SUB ADDRESS key it changes into the SPACE key.

④ **REDIAL key (page 1-11)**

Touch this key to redial the most recently dialed number. After dialing, this key changes into the NEXT ADDRESS key.

⑤ **ADDRESS DIRECTORY key (page 2-5)**

This displays the Address Directory screen (next page). Touch this key when you want to use an auto-dial number (one-touch dialing or group dialing).

⑥ **SUB ADDRESS key (page 4-3)**

Touch this key to enter a sub-address or passcode.

⑦ **ADDRESS REVIEW key**

When performing a broadcast transmission, touch this key to check your selected destinations. Your selected destinations will appear as a list, and the list can be edited.

⑧ **Two-sided scanning and verification stamp icon display (pages 2-5 and 5-2)**

Icons appear here when you touch the ORIGINAL key and select two-sided scanning and/or the verification stamp function (when the optional verification stamp unit is installed). The icons can be touched to open function selection screens.

⑨ **ORIGINAL key (page 1-8)**

Touch this key when you wish to manually set the size of the original to be scanned, scan both sides of the original, or use the verification stamp option.

⑩ **RESOLUTION key (page 1-9)**

Touch this key to change the resolution setting for the original to be scanned. The selected resolution setting will be highlighted above the key. The initial factory setting is STANDARD.

⑪ **SPECIAL MODES key**

Touch this key to select one of the following special functions:
• Timer transmission (page 3-4) • Polling (page 3-6)
• Dual page scan (page 3-10) • Exposure (page 1-10)
• Program (page 3-11) • Memory box (page 3-7)

⑫ **Special function icon display (page 1-15 of "Operation manual (for printer operation and general information)")**

When a special function such as polling or dual page scan is selected, a special function icon appears here.

■ **Address directory screen (alphabetically ordered)**

If you have set the initial screen to the address directory screen using the key operator program, the initial screen will appear as follows.
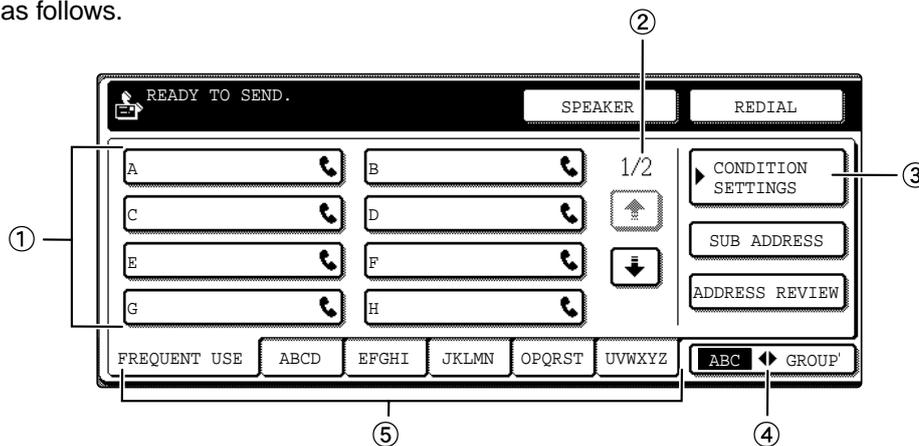
① **One-touch key display**

This shows the one-touch keys that have been stored on the selected "index card". The key type is indicated by the icon at the right. One-touch keys in which a fax number is stored are indicated by a " 📞 " icon. The display is initially set to show 8 keys. This can be changed to 6 or 12 using the key operator program. (Refer to page 8-3.)

② **Display switching keys**

In cases where the one-touch keys cannot all be displayed on one screen, this shows how many screens are left. Touch the " ⬆ " " ⬇ " keys to move through the screens.

③ **CONDITION SETTINGS key**

This displays the condition setting screen (previous page), which is used to set various conditions.

④ **ABC ◆ GROUP key**

Touch this key to switch between the alphabetical index and the group index.

⑤ **Index keys**

One-touch key destinations are stored on each of these index cards (alphabetical index or group index). Touch an index key to display the card.

Group indexes make it possible to store one-touch keys by group with an assigned name for easy reference. This is done with the custom settings (refer to pages 6-3 and 6-9). Frequently used one-touch key destinations can be stored on the FREQUENT USE card for convenient access.

NOTES
* The screen showed above is the alphabetical address directory. If desired, the initial screen can be set to the group address directory (refer to page 8-3).
* If the Network Scanner option has been installed, one-touch keys in which a destination other than a fax number is stored are indicated by the following icons:

  ⊡ : Scan to E-mail destination
  ▣ : Scan to FTP destination
  ⊞ : Scan to Desktop destination

ORIGINALS

ORIGINALS THAT CAN BE FAXED

■ Original sizes

|	Minimum original size	Maximum original size
Using the auto document feeder	8-1/2" (width)x5-1/2" (length)	11" (width)x31-1/2"* (length) *Long documents can be loaded
Using the document glass	5-1/2" (width)x8-1/2" (length)	11" (width)x17" (length)

NOTE
Originals that are not a standard size (5-1/2"x8-1/2", 8-1/2"x11", 8-1/2"x11"R, 8-1/2"x14", 11"x17") can also be faxed.

■ Scanning area of original

Note that the edges of an original cannot be scanned.

Area that cannot be scanned: 0.2" or less at top edge
and 0.2" or less at bottom edge
: Near edge + far edge = 0.2" or less

Far edge

Top edge ——— ——— Bottom edge

Near edge

Area that cannot be scanned
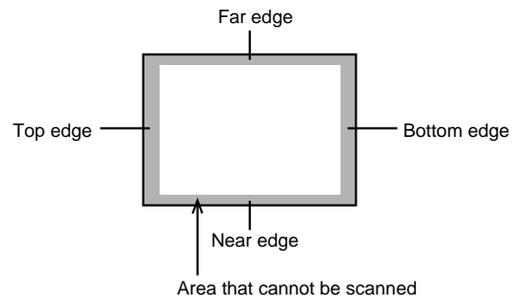
■ Automatic reduction of faxed document

If the size (width) of the faxed document is greater than the receiving machine's paper size, the size will be automatically reduced.

| Faxed document width	Receiving machine's paper width	Reduced size	Ratio
11"x17"	8-1/2"x14"	8-1/2"x14"	1 : 0.64 (Area ratio)
11"x17"	8-1/2"x11"	8-1/2"x11"R	1 : 0.5 (Area ratio)
8-1/2"x14"	8-1/2"x11"	8-1/2"x11"R	1 : 0.78 (Area ratio)

A document can also be faxed without reducing its size. In this case, the left and right edges will not be transmitted. (Refer to page 8-6.)

LOADING A DOCUMENT

A document can be loaded in the auto document feeder or on the document glass. Multiple-page documents and long documents can be loaded in the auto document feeder. Single-sheet documents and bound documents that cannot be loaded in the auto document feeder can be loaded on the document glass.

USING THE AUTO DOCUMENT FEEDER

1 Lift the document glass cover and make sure a document is not placed on the document glass. Gently close the cover.
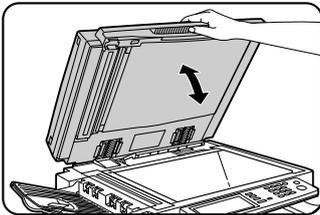

2 Adjust the document guides on the auto document feeder to the width of the document.
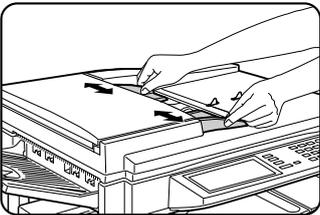
3 Align the edges of the document pages and then insert the stack in the document feeder so that the first page is face down.
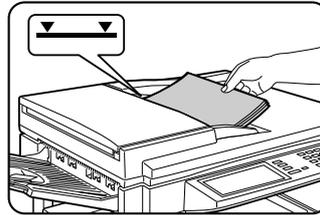

Insert the stack into the auto document feeder until it stops. The stack should not be higher than the indicator line (maximum 50 pages, or 30 pages for 8-1/2"x14" or larger documents).

USING THE DOCUMENT GLASS

1 Open the document glass cover, and place the document face down on the document glass. Gently close the cover.

Original size detector

NOTE
Do not place any objects under the original size detector plate. Closing the document glass cover with an object underneath may damage the original size detector plate and prevent correct detection of the document size.

Regardless of the size of the original, place the original in the far left corner of the document glass. (Align the upper left-hand corner of the original with the tip of the ✦ mark.)

Document glass scale
✦ mark

5-1/2"x8-1/2"
8-1/2"x14"
8-1/2"x11"   11"x17"

Document glass scale
✦ mark

8-1/2"x11"R

CHECKING THE SIZE OF A LOADED ORIGINAL

If the loaded original is a standard size*, the size will be detected (automatic original detection) and displayed in the ORIGINAL key. Make sure that the size has been correctly detected. If you have loaded a non-standard size original or wish to change the scanning size, you can follow the steps below to manually set the original scanning size.

```
STANDARD
RESOLUTION

AUTO    8½X11
ORIGINAL
```
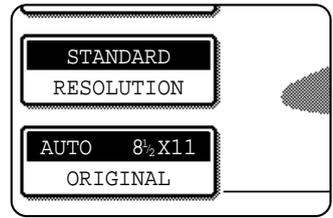
> **NOTE**
> ***Standard sizes that can be detected are as follows:**
> 5-1/2"x8-1/2", 8-1/2"x11", 8-1/2"x11"R, 8-1/2"x14", 11"x17". If a non-standard size original is loaded (including special sizes), the closest standard size may be displayed, or the original size may not appear at all.

MANUALLY SETTING THE SCANNING SIZE

If you load an original that is not a standard size (such as an AB size), or if the size is not detected correctly, you must touch the ORIGINAL key and set the original size manually. Perform the following steps after loading the document in the automatic document feeder or on the document glass.

1 Touch the ORIGINAL key.

```
STANDARD
RESOLUTION

AUTO    8½X11
ORIGINAL
```

2 Touch the MANUAL key.

```
ORIGINAL SIZE
           MANUAL

IDED       2-SIDED
KLET       TABLET
```

The sizes that can be selected are displayed.

3 Touch the desired original size key.

```
           SPEAKER    REDIAL

   ORIGINAL SIZE           OK
  AUTO      MANUAL

5½X8½    5½X8½R   LONG SIZE    OK

8½X11    8½X11R              AB
8½X14    11X17               INCH
```

AUTO is no longer highlighted. MANUAL and the original size key you touched are highlighted.

If you wish to select an AB size, touch the AB⬍INCH key and then touch the desired original size key.

```
           SPEAKER    REDIAL

   ORIGINAL SIZE           OK
  AUTO      MANUAL

  A5       B5R      B4        OK

  A5R      A4       A3       AB
  B5       A4R              INCH
```
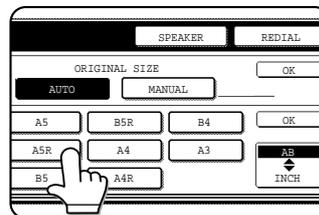
AB is highlighted and AB size keys are displayed. To return to the inch palette, touch the AB⬍INCH key once again.

4 Touch the outer OK key.

```
KER        REDIAL

              OK

L    A4

              OK
```

You will return to the initial screen. (Pressing the inner OK key in the step above returns you to step 2.)

5 The selected size appears in the top half of the ORIGINAL key.

```
STANDARD
RESOLUTION

A4
ORIGINAL
```
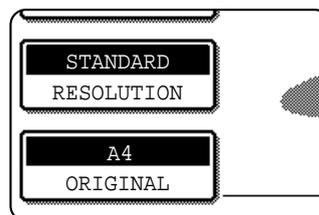
> **NOTE**
> You can return to automatic detection by pressing the CA key.

■ If you loaded a long original

If you loaded a long (up to 31.5") original in the auto document feeder, touch the LONG SIZE key in step 3 above.

```
LONG SIZE      OK

               AB
               INCH
```
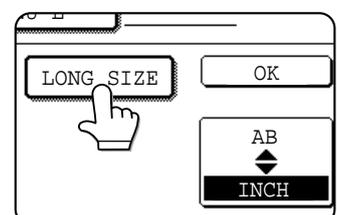
> **NOTE**
> When a long original is loaded, you cannot use the automatic two-sided scanning function.

SELECTING RESOLUTION AND EXPOSURE SETTINGS

After loading an original, you can adjust the resolution and exposure settings to match the condition of the original-for example, if it has small or faint characters, or if it is a photo. After loading the original in fax mode, adjust the settings as explained below.

SELECTING THE RESOLUTION

The initial resolution setting is STANDARD. To change the setting, follow these steps:

### ■ Change the resolution.

1 **Touch the RESOLUTION key.**

```
STANDARD
RESOLUTION

AUTO    8½X11
ORIGINAL
```
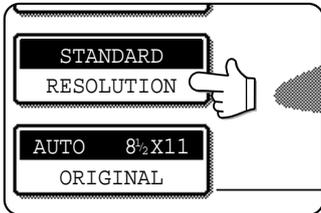
2 **Touch the desired resolution key.**

```
STANDARD

FINE

SUPER FINE    HALF TONE

ULTRA FINE
```
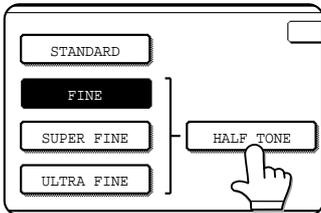
The selected key is highlighted. If you selected FINE, SUPER FINE, or ULTRA FINE, you can also touch the HALF TONE key to select halftone.

3 **Touch the OK key.**

```
                    OK
ARD

E

FINE    HALF TONE

FINE
```
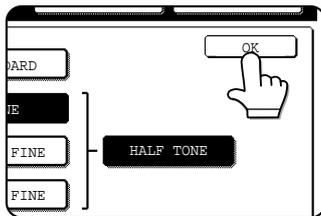
You will return to the initial screen.

■ Resolution settings

Standard	Touch this key if your original consists of normal-sized characters (like those in this manual).
Fine	Touch this key if your original has small characters or diagrams. The original will be scanned at twice the resolution of the Standard setting.
Super fine	Touch this key if your original has intricate pictures or diagrams. A higher-quality image will be produced than with the Fine setting.
Ultra fine	Touch this key if your original has intricate pictures or diagrams. This setting gives the best image quality. However, transmission will take longer than with the other settings.

Half tone	Touch this key if your original is a photograph or has gradations of color (such as a color original). This setting will produce a clearer image than Fine, Super fine, or Ultra fine used alone. Half tone cannot be selected if Standard has been selected.

NOTES
- The initial factory resolution setting is Standard. If desired, you can change the initial setting to a different setting using the key operator program. (Refer to page 8-3.)
- When using the automatic document feeder, the resolution setting cannot be changed once scanning has begun.
- Even if you send a document using Fine, Super fine, or Ultra fine resolution, some receiving fax machines may not be able to print the document at the same resolution.

SELECTING THE EXPOSURE

The initial exposure setting is AUTO. To change the setting, follow these steps:

■ Change the exposure.

1 **Touch the SPECIAL MODES key.**

SPECIAL MODES

STANDARD
RESOLUTION

2 **Touch the EXPOSURE key.**

R

POLLING
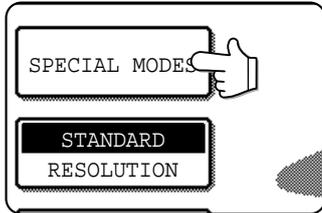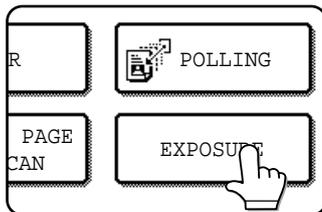
PAGE
CAN

EXPOSURE

3 **Touch the desired exposure key.**
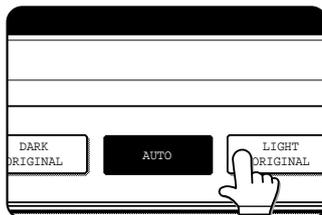
The selected key is highlighted.

DARK
ORIGINAL   AUTO   LIGHT
ORIGINAL

4 **Touch the outer OK key.**

OK

OK

LIGHT
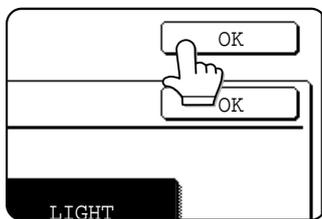
You will return to the initial screen.

NOTE
When using the document glass to scan pages an original, the exposure setting can be changed each time you change pages. When using the automatic document feeder, the exposure setting cannot be changed once scanning has begun.

■ Exposure settings

Dark Original	Select this setting if your original consists mostly of dark characters.
Auto	This setting automatically adjusts the exposure for light and dark parts of the original.
Light Original	Select this setting if your original consists mostly of faint characters.

CONVENIENT DIALING METHODS

This product includes an auto-dialing feature to make dialing easier. By programming frequently dialed numbers, you can call and send documents to these locations by means of a simple dialing operation (refer to page 2-5). There are two types of auto-dialing: one-touch dialing and group dialing. To program auto-dial numbers, refer to pages 6-3, 6-6.

|	
● **One-touch dialing** Simply press a one-touch key and then press the Start key to dial the programmed location. A name of up to 36 characters can be programmed for the location (a maximum of 18 characters are displayed). When using F-code transmission, a sub-address and passcode can also be programmed (refer to page 4-2).	No.001:SHARP CORPORATION 0666211221 SHARP CORPORATION / CORPO.TPS SHARP GROUP FREQUENT USE / ABCD / EFGHI / JKLMN / OPQRS Touch the ADDRESS DIRECTORY key in the initial screen to display the above screen.
● **Group dialing** Multiple one-touch dial locations can be programmed into a single one-touch key. This is convenient for successively sending a document to multiple locations. • Full fax numbers entered with the numeric keys cannot be stored in a group dial key. First program the number in a one-touch key and then store it in a group dial key.	No.005:SHARP GROUP GROUP:025 SHARP CORPORATION / CORPO.TPS SHARP GROUP FERQUENT USE / ABCD / EFGHI / JKLMN / OPQRST Touch the ADDRESS DIRECTORY key in the initial screen to display the above screen.
● **Redialing** The machine keeps the last fax or voice number dialed with the numeric keys in memory. You can redial the last number dialed by simply pressing the REDIAL key. • If numeric keys were pressed during a phone conversation, the REDIAL key may not dial the correct number.	AKER / REDIAL Y:100% EPTION / ADDRESS DIRECTORY SUB ADDRESS
● **On-hook dialing** This feature allows you to dial without lifting an extension phone connected to the machine. Press the SPEAKER key, listen for the dial tone through the speaker, and then dial. • To speak with another person, you must lift the extension phone connected to the machine when they answer. • Faxes must be sent manually when using on-hook dialing. (Refer to page 5-3.) • On-hook dialing is not possible using a one-touch key that includes a sub-address and passcode, or a group dial key.	SPEAKER / RE FAX MEMORY 0% AUTO RECEPTION / ADDR DIRE SUB
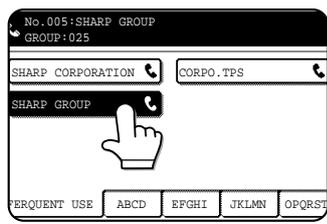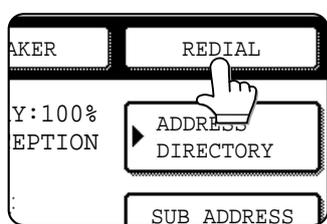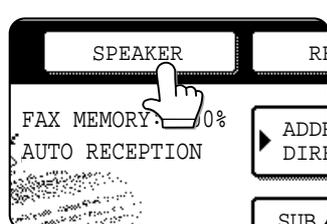
NOTES

• A total of 500 one-touch dial and group dial keys can be programmed. (Refer to page 6-2.)

• Programmed one-touch keys and group dial keys are stored on "index cards". A key can be accessed by touching its card. (Refer to page 1-5.)

• To prevent calling or sending a fax to a wrong number, look carefully at the touch panel and make sure you program the correct number when programming an auto-dial number. You can also check programmed numbers by printing out an address list or group list after programming (refer to page 6-14).
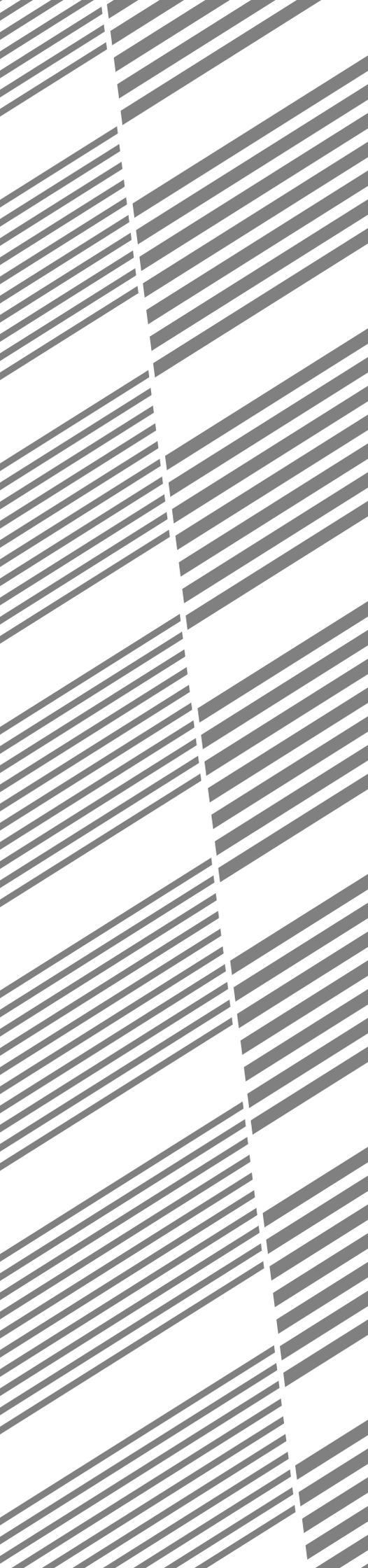
CHAPTER 2

BASIC OPERATIONS

This chapter explains basic operations such as sending faxes.

SENDING A FAX

BASIC PROCEDURE FOR SENDING FAXES

**1** **Make sure the machine is in fax mode.**
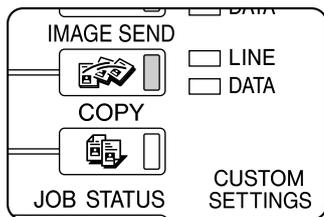
When the IMAGE SEND key light is on, the machine is in fax mode. If the light is not on, press the IMAGE SEND key.

**2** **Load the original.**

Refer to the following pages:
- Using the auto document feeder: Page 1-7
- Using the document glass: Page 1-7

If you are using the document glass to send multiple pages, load the first page first.

NOTE

You cannot load documents in both the auto document feeder and on the document glass and send them in a single fax transmission. If documents are loaded in both the auto document feeder and on the document glass, only the document in the auto document feeder will be scanned and transmitted.

3 **Check the original size.**
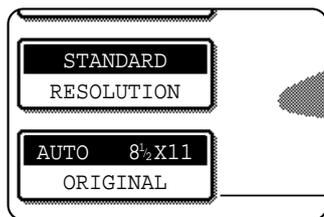
If you loaded a non-standard size document or the document size was not correctly detected, touch the ORIGINAL key and set the document size. (Refer to page 1-8.)

4 **If needed, adjust the resolution setting. (Refer to page 1-9.)**
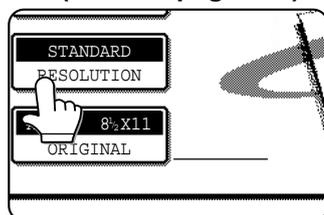
5 **If needed, adjust the exposure setting. (Refer to page 1-10.)**

6 **Dial the fax number.**

The number that you entered appears in the message display. If it is not correct, press the C key and re-enter the number. You can also use the REDIAL key (page 1-11) or an auto-dial number (2-5).
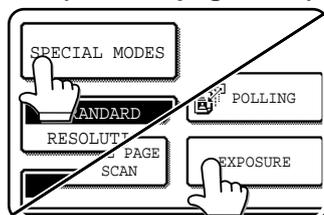
Entering a pause.
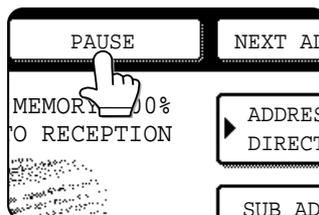
If you need to insert a pause between digits to access an outside line or dial an international number, touch the PAUSE key in the upper right-hand corner of the screen.

Each time you touch the PAUSE key, a hyphen ("-") appears and a 2-second pause* is inserted.

After entering a number, you can also touch the PAUSE key to enter a hyphen, and then enter another number using the numeric keys or a one-touch key. This connects the numbers together (Chain dialing).

* The duration of each pause can be changed with the key operator program. (Refer to page 8-4.)

Using the auto document feeder

7 Press the START key.
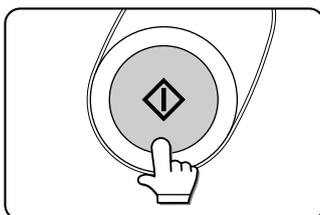
Scanning begins.
If a job is not in progress and the telephone line is not being used, the destination is called after the first page is scanned. Transmission takes place as the document pages are being scanned.
(This is called "Quick on-line"-refer to the following page.)
If there is a previously stored job or a job is in progress, or if the line is being used, all pages of the document are scanned into memory and stored as a transmission job. (This is called memory transmission: the destination is automatically called and the document transmitted after previously stored jobs are completed.)
If scanning is completed normally, the machine makes a beep sound to inform you that the transmission job is stored and JOB STORED appears in the message display.

Using the document glass

7 Press the START key.
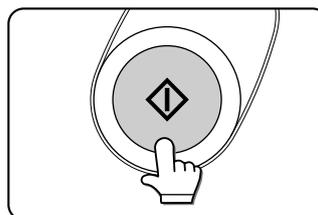
The original is scanned and the READ-END key appears.

8 If you have another page to scan, change pages and then press the START key.

Repeat this sequence until all pages have been scanned. You can change the resolution and exposure settings as needed for each page (refer to pages 1-9 and 1-10). If no action is taken for one minute, scanning automatically ends and the transmission job is stored.

9 After the final page is scanned, touch the READ-END key.
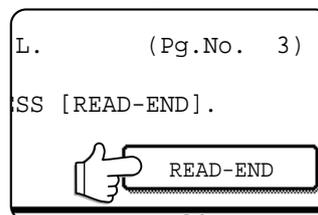
```
L.       (Pg.No.  3)

SS [READ-END].

          READ-END
```

The machine makes a beep sound to inform you that the transmission job is stored and JOB STORED appears in the message display. (The destination is automatically called and the document transmitted after previously stored jobs are completed.)
Open the document glass cover and remove the document.

NOTES
• **Canceling transmission**
To cancel transmission while SCANNING ORIGINAL... appears in the display or before the READ-END key is pressed, press the C key or the CA key. To cancel a transmission job that is already stored, press the JOB STATUS key and cancel the job as explained on page 2-6.

• If the machine makes two beeps during or at the end of transmission and an error message appears in the message display, refer to page 7-3 to fix the problem.

• If the power is turned off or a power failure occurs while a document is being scanned in the auto document feeder, the machine will stop and a document jam will occur. After power is restored, remove the document as explained on page 29 of "Operation manual (for copier)".

■ Quick On-line

When you use the auto document feeder to send a multi-page document and there are no previously stored jobs waiting or in progress (and the line is not being used), the machine dials the destination after the first page is scanned and begins transmitting scanned pages while the remaining pages are being scanned. This transmission method is called Quick On-line. The messages SCANNING ORIGINAL and SENDING both appear until scanning of the final page is completed.

If the receiving party is busy, the transmission will switch to a memory transmission. (Refer to the following section, "Storing transmission jobs (memory transmission)".)

NOTES
- The machine is initially set (factory setting) to perform Quick On-line transmission. If desired, you can turn off this function with the key operator program (refer to page 8-7).
- When a document is transmitted using the following methods, the job will be stored in memory (Quick On-line transmission will not be performed):
  - Sending from the document glass • Broadcast transmission (page 3-2) • Timer transmission (page 3-4)
  - F-code transmission (Chapter 4)

■ Storing transmission jobs (memory transmission)

When a document is sent from the document glass, or when the telephone line is in use, the document is scanned into memory and then automatically transmitted after previously stored transmission jobs are completed. This means that transmission jobs can be stored in memory by performing a transmission operation while the machine is occupied with another transmission/reception operation. This is called memory transmission, and up to 50 jobs can be stored in memory at once, including the job currently being executed. After transmission, the scanned document data is cleared from memory.

NOTES
- You can check transmission jobs stored in memory in the job status screen. (Refer to page 1-14 of "Operation manual (for printer operation and general information)".)
- If the memory becomes full while a document is being scanned, a message will appear in the display. You can cancel the transmission by touching the CANCEL key, or send only the pages already scanned by touching the SEND key. The page that was being scanned when the memory became full will be cleared from memory. If the memory becomes full while scanning the first page of a document, the transmission job is automatically canceled.
- The number of jobs that can be stored will depend on the number of pages in each job and the transmission conditions. The number of storable jobs will increase if the optional expansion memory (8 MB) is installed.

■ If the receiving party is busy

If the receiving party is busy, the transmission is temporarily canceled and then automatically re-attempted after a brief interval (two attempts are made at an interval of 3 minutes*). If you do not want the machine to re-attempt the transmission, cancel the job in the job status screen. (Refer to page 2-6.)

*This setting can be changed with the key operator program (page 8-7).

■ If a transmission error occurs

The machine is initially set to not re-attempt transmission if transmission does not end normally due to a line error or other reason, or if the other machine does not begin reception within 45 seconds after the connection is established. If desired, you can use the key operator program to set the machine to automatically re-attempt transmissions when a transmission error occurs (page 8-7). The machine also supports error correction mode (ECM), and is initially set to automatically resend any parts of a document that were distorted due to noise on the line or other reasons (page 8-5).

■ Image rotation

The machine is initially set to rotate a vertically-placed document 90° so that it is oriented horizontally before transmission (8-1/2"x11" originals are rotated to 8-1/2"x11"R and 5-1/2"x8-1/2"R originals are rotated to 5-1/2"x8-1/2"). 8-1/2"x11"R originals and 5-1/2"x8-1/2" originals are not rotated. If desired, you can turn this function off with the key operator program as explained on page 8-6.

NOTE
When using the document glass, be sure to orient 5-1/2"x8-1/2" originals vertically. If oriented horizontally (5-1/2"x8-1/2" orientation), the original size will be detected as 8-1/2"x11", and you will need to touch the ORIGINAL key and set the original size to 5-1/2"x8-1/2"R (by touching the 5-1/2"x8-1/2"R key). (Refer to page 1-8.)

TRANSMISSION BY AUTO-DIALING

To send a document by auto-dialing (one-touch dialing or group dialing) instead of entering a full fax number with the numeric keys, follow the steps below. To use an auto-dial destination, you must first program the full fax number and name of the destination. Refer to page 1-11 for information on auto-dialing and pages 6-3, 6-6 for information on programming auto-dial destinations.

1 Perform steps 1 through 5 of "Basic Procedure for Sending Faxes" (page 2-2).

2 Touch the ADDRESS DIRECTORY key.

AKER | REDIAL

:100%
CPTION | ADDRESS DIRECTORY

SUB ADDRESS
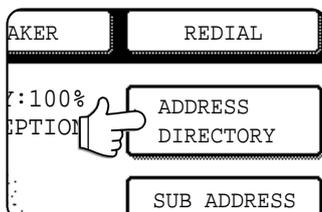
The address directory screen appears.

3 Touch the one-touch key for the desired destination.

READY TO SEND.

SHARP CORPORATION | T.P.S.
SHARP GROUP

FREQUENT USE | ABCD | EFGHI | JKLMN | OPQR
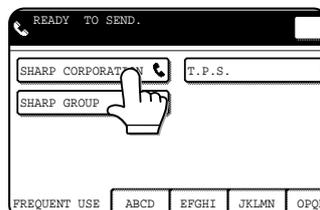
Refer to page 1-5 for information on using the address directory screen. The key you touched is highlighted. If you touch the wrong key, touch the key again to cancel the selection. The key display will return to normal.

4 Continue from step 7 of "Basic Procedure for Sending Faxes" (page 2-3).

TRANSMITTING A TWO-SIDED DOCUMENT

A two-sided document can be automatically transmitted using the auto document feeder. Follow the steps below to automatically send a two-sided document.

1 Make sure the machine is in fax mode and then load the document in the auto document feeder (page 1-7).

2 Touch the ORIGINAL key.

STANDARD
RESOLUTION

AUTO 8½X11
ORIGINAL
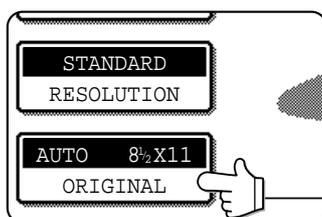
When you touch the ORIGINAL key, check the original size displayed in the key.

3 Touch the 2-SIDED BOOKLET key or the 2-SIDED TABLET key as appropriate for the original you loaded.

SPEAKER

ORIGINAL SIZE

AUTO | MANUAL

2-SIDED BOOKLET | 2-SIDED TABLET
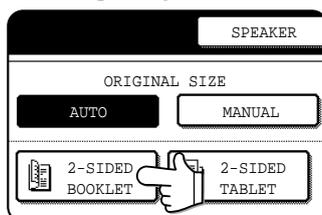
If necessary, touch the MANUAL key and set the original size. (Page 1-8)

4 Touch the OK key.

KER | REDIAL

OK
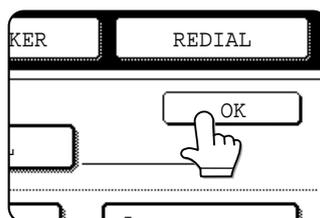
You will return to the initial screen.

A two-sided original icon appears next to the ORIGINAL key. (Example: The icon that appears when the 2-SIDED BOOKLET key is touched.)

STANDARD
RESOLUTION

AUTO 8½X11
ORIGINAL
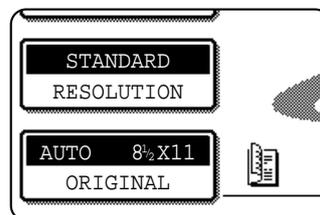
5 Continue from step 4 of "Basic Procedure for Sending Faxes" (pages 2-2 to 2-3)

NOTES
- Booklets and tablets
  Two-sided originals that are bound at the side are booklets, and two-sided originals that are bound at the top are tablets.
- Two-sided scanning turns off after the document is stored in memory. Pressing the CA key will also cancel two-sided scanning.

Booklet | Tablet

A
C
E
G

A B
E F
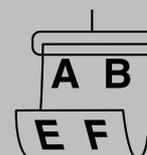
PRIORITY TRANSMISSION OF A STORED JOB

If you have an urgent transmission job and multiple transmission jobs have already been stored, you can give priority to the urgent job so that it will be transmitted immediately after the job currently being executed. This is done from the job status screen. For details on using the job status screen, refer to page 1-14 of "Operation manual (for printer operation and general information)".

1 **Press the JOB STATUS key.**
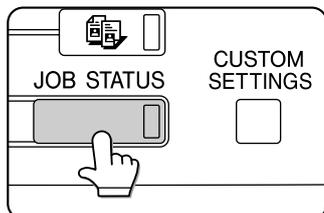
2 **Touch the FAX JOB key.**
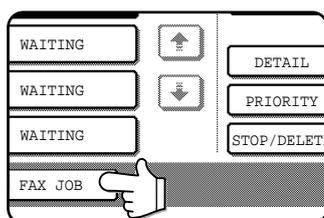
3 **Touch the job key of the transmission job to which you wish to give priority.**
The touched key is highlighted.

4 **Touch the PRIORITY key.**
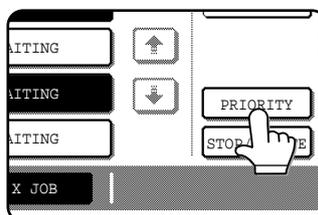
The selected job moves up to the next position after the job currently being executed.

When the current job is completed, execution begins of the job selected in step 3.

NOTES
If the job currently being executed is a broadcast transmission (page 3-2) or a serial polling operation (3-5), the priority job will be executed after the call to the current destination is completed. When the priority job is completed, the remaining broadcast or polling destinations are called. However, if the priority job is also a broadcast transmission or serial polling operation, the job is begun after the current broadcast or serial polling job is completed.

CANCELING A FAX TRANSMISSION

You can cancel a transmission job that is in progress or has been stored. Cancellation is done from the fax job status screen. (Printing of a received fax cannot be canceled.)

1 **Press the JOB STATUS key.**
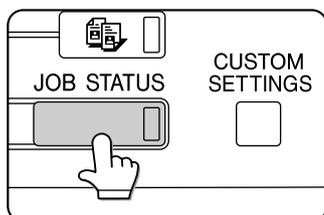
2 **Touch the FAX JOB key.**
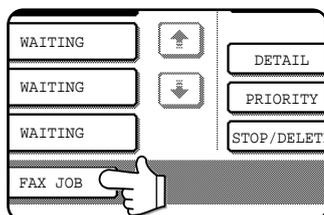
3 **Touch the job key of the transmission job you wish to cancel.**
The touched key is highlighted.

4 **Touch the STOP/DELETE key.**
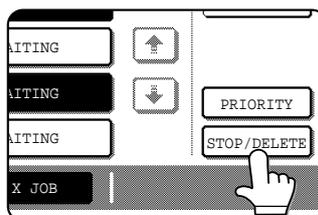
A message appears to confirm the cancellation. Touch the YES key to delete the selected job key and cancel the transmission.

NOTES
• If you do not wish to cancel the transmission, touch the NO key.
• You can verify a canceled transmission job in the transaction report. (Refer to page 7-2.)
  "CANCEL" will appear in the Type/Note column.

RECEIVING FAXES

When another fax machine sends a fax to your machine, your machine will ring*, automatically receive the fax, and begin printing (automatic reception).

2

RECEIVING A FAX

1 **The machine will ring* and reception will automatically begin.**

NOTES

• If the fax is being sent manually and you have connected an extension phone to the machine, you can lift the phone before reception begins to talk with the other person.

*Number of rings

The machine has been set to ring twice before beginning automatic reception. You can use the key operator program to change the number of rings to any number from 0 to 15. (Refer to page 8-8.)
If the number of rings is set to 0, the machine will receive faxes without ringing.

2 **Reception ends.**
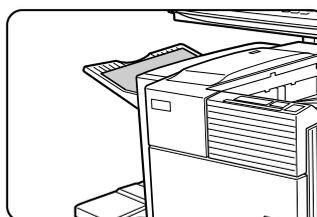
When reception ends, the machine makes a "beep" sound.
The output tray for the printed fax varies depending on the output unit installed on the machine.

NOTES

• If the machine has multiple output trays, the key operator program can be used to change the output tray for fax reception (page 8-8).

• If desired, you can set the machine to output a blank sheet of paper after printing the last page of each received fax job. This will help you distinguish where one reception ends and another begins.

■ **If received data cannot be printed**

If the machine runs out of paper or toner, or a paper jam occurs, print and copy jobs that are in progress will be held in memory until printing becomes possible. The jobs are automatically printed when printing capability is restored. When received data is held in memory, the DATA light next to the IMAGE SEND key blinks.
You can also use the transfer function to have another fax machine print the received data (refer to page 3-12).
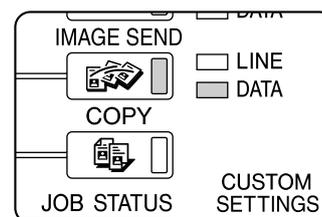
NOTE

If the machine makes a double beep sound during reception or at the end of reception and an error message appears in the display, clear the error as explained on page 7-3.

CHAPTER 3

USING CONVENIENT FUNCTIONS 1
ADVANCED TRANSMISSION METHODS

This chapter explains fax features for special situations and purposes. Please read those sections that are of interest to you.

SENDING THE SAME DOCUMENT TO MULTIPLE DESTINATIONS IN A SINGLE OPERATION (BROADCAST TRANSMISSION)

This feature is used to send a document to multiple destinations in a single operation. The document to be transmitted is scanned into memory and then successively transmitted to the selected destinations. This feature is convenient for such purposes as distributing a report to company branches in different locations. Up to 300 destinations can be selected. When transmission to all destinations has been completed, the document is automatically cleared from memory.

NOTES
- If you frequently use broadcasting to send documents to the same group of destinations, it is convenient to program those destinations into a group key. A group key is a one-touch key in which multiple destinations are programmed. The procedure for programming group keys is explained on page 6-6.
- When using a group key to send a fax, the destinations programmed in the group key are counted as broadcasting destinations. For example, if five destinations are programmed in a group key and the key is touched for a broadcast transmission, the broadcast transmission will have five destinations.
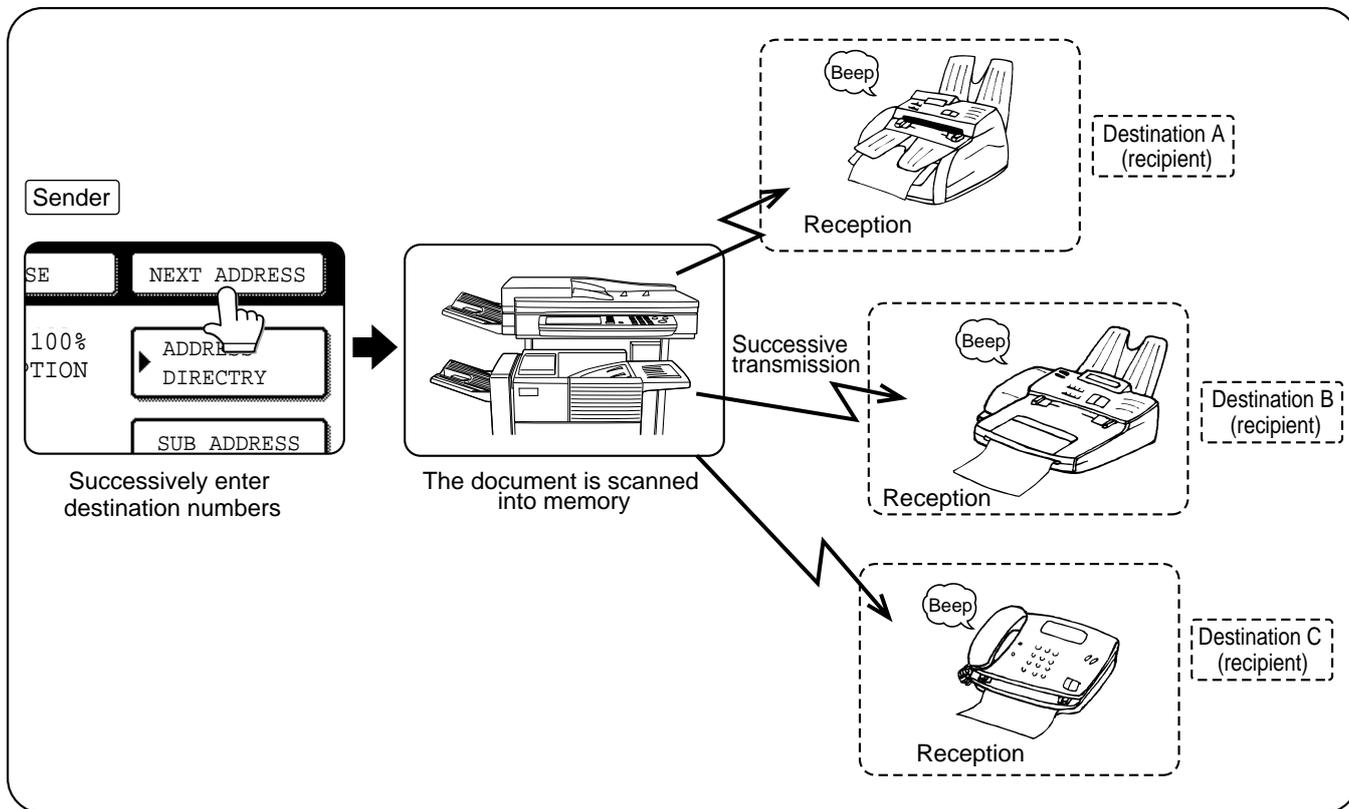
USING BROADCAST TRANSMISSION

1 Follow steps 1 through 5 in "Basic Procedure for Sending Faxes". (Refer to page 2-2.)

2 Dial the fax number of the first destination or touch an auto-dial key (one-touch key or group key). (Refer to page 2-5.)
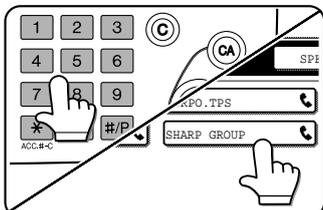
An auto-dial key is highlighted when touched.

3 Touch the NEXT ADDRESS key and then dial the fax number of the next destination or touch an auto-dial key.
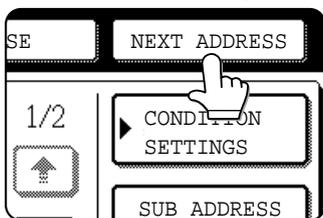
Repeat this step for each of the remaining destinations.

NOTES

• If you enter an incorrect number

If you make a mistake while entering a number, press the C key and then re-enter the correct digit(s).
If you have already completed entry of a fax number, you can delete the number using steps 4 and 5.

• If you select an incorrect auto-dial key

Simply touch the incorrect key one more time to cancel the selection.

• The NEXT ADDRESS key only needs to be pressed when successively dialing fax numbers with the numeric keys.

Example:

XXXX (NEXT ADDRESS) XXXX
 Dial   ↑   Dial
     Cannot be omitted.

XXXX (NEXT ADDRESS) (One-touch) (NEXT ADDRESS) (One-touch)
Dial   ↑   ↑
   Can be omitted   Can be omitted

If desired, you can use the key operator program to set the machine so that the NEXT ADDRESS key must always be pressed (refer to page 8-3).

---

4 Touch the ADDRESS REVIEW key to display the list of destinations.
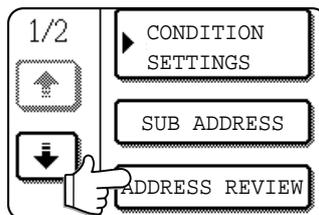
When the ADDRESS REVIEW key is pressed, only the entered and selected destinations are displayed.

5 Check the destinations.
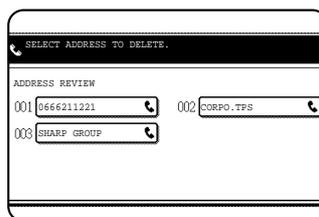
When you have finished checking the destinations, touch the OK key to return to the screen of step 4.
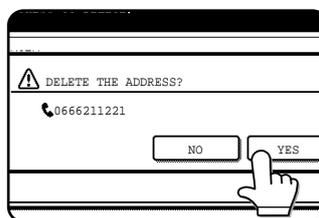
If you wish to delete a destination, touch the displayed one-touch key. A message will appear to confirm the deletion. Touch YES and the destination will be deleted from the destination list. Touching NO will close the message box.

6 Continue from step 7 of the basic procedure for sending faxes (page 2-3).

NOTE
To cancel a broadcast transmission
To cancel a broadcast transmission when selecting destinations, press the CA key.

3

AUTOMATIC TRANSMISSION AT A SPECIFIED TIME (TIMER TRANSMISSION)

This feature enables you to set up a transmission or polling operation to be performed automatically at a specified time up to a week in advance. This allows you to take advantage of off-peak phone rates without having to be there when the transmission is performed. A combined total of 50 timer transmission and memory transmission jobs can be stored.

> **NOTES**
> * After a timer transmission is performed, the information (image, destination, etc.) is automatically cleared from memory.
> * To perform a timer transmission, the document must be scanned into memory. It is not possible to leave the document in the auto document feeder or on the document glass and have it scanned at the specified time of transmission.
> * To set the date and time in the machine, refer to page 3-15 of "Operation manual (for printer operation and general information)".
> * Only one polling timer operation can be set up at a time. If you wish to set up multiple timer polling operations, combine the machines to be polled into a serial polling operation with a timer setting. (Refer to the next page.)

SETTING UP A TIMER TRANSMISSION

1 In fax mode, touch the SPECIAL MODES key.
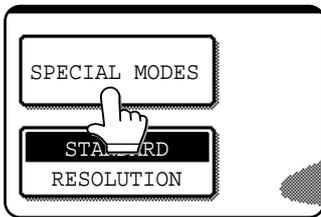
2 Touch the TIMER key.
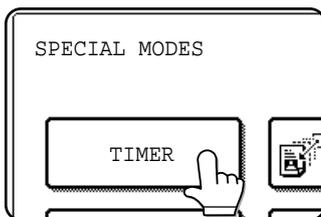
The timer transmission screen appears.

3 Select the day of the week. (Touch the ▽ key or the △ key until the desired day is selected.)
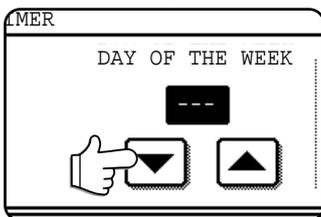
The initial setting is "---" (no selection). If you select this setting, the transmission will be performed as soon as the specified time arrives.

4 Select the time. (Touch the ▽ key or the △ key until the desired time appears.)
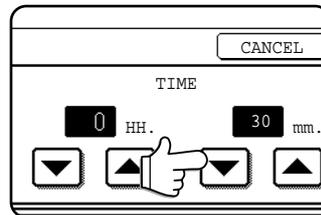
Select the time in 24-hour format.
Example:
11:00 P.M. → 23:00
If you continue touching the ▽ △ keys, the numbers will change quickly.

5 Touch the outer OK key.
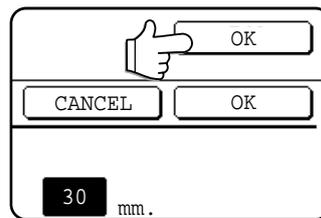
You will return to the screen in step 1. A timer icon will appear to the right of the SPECIAL MODES key.
To cancel the timer transmission, touch the CANCEL key.

6 Perform the desired transmission operation.
The steps that follow will depend on the type of transmission. The following operations can be performed in a timer transmission:
* Normal transmission (page 2-2)
* Broadcast transmission (page 3-2)
* Polling (next page)
* Serial polling (next page)
* F-code polling (page 4-5)
* F-code confidential transmission (page 4-6)
* F-code relay request transmission (page 4-8)

> **NOTES**
> * Other operations can be performed after a timer transmission is set up. If another operation is in progress when the specified time arrives, the timer transmission will begin when the job in progress is completed.
> * If a timer transmission job is given priority in the fax job status screen (page 2-6), the time setting will be canceled and the job performed as soon as the current job is completed.

TRANSMISSION AND RECEPTION USING THE POLLING FUNCTION

This function can only be used if the other machine is a Super G3 or G3 machine and supports the polling function. The polling function allows your machine to call a fax machine that has document data set and initiate reception of the document. You can also perform the reverse operation: scan a document into the memory of your machine so that another machine can call your machine and initiate reception of the document.

This function whereby your machine calls the sending machine and asks the sending machine to begin transmission of a loaded document is called the polling function. Scanning a document into memory and automatically sending it when the receiving machine calls and "polls" your machine is called memory polling.

> **NOTE**
> For information on polling and polling memory using F-codes, refer to page 4-4. This section only explains normal polling and normal polling memory.

■ Polling

This function allows your machine to call a sending machine and initiate reception of a document loaded in that machine. A timer setting can also be established to have the operation take place at night or another specified time (refer to the previous page).

Your machine	The other machine
① Polling (ask other machine to send document)	② Permits polling
④ Document data is automatically sent to your machine	③ Document data previously scanned into memory
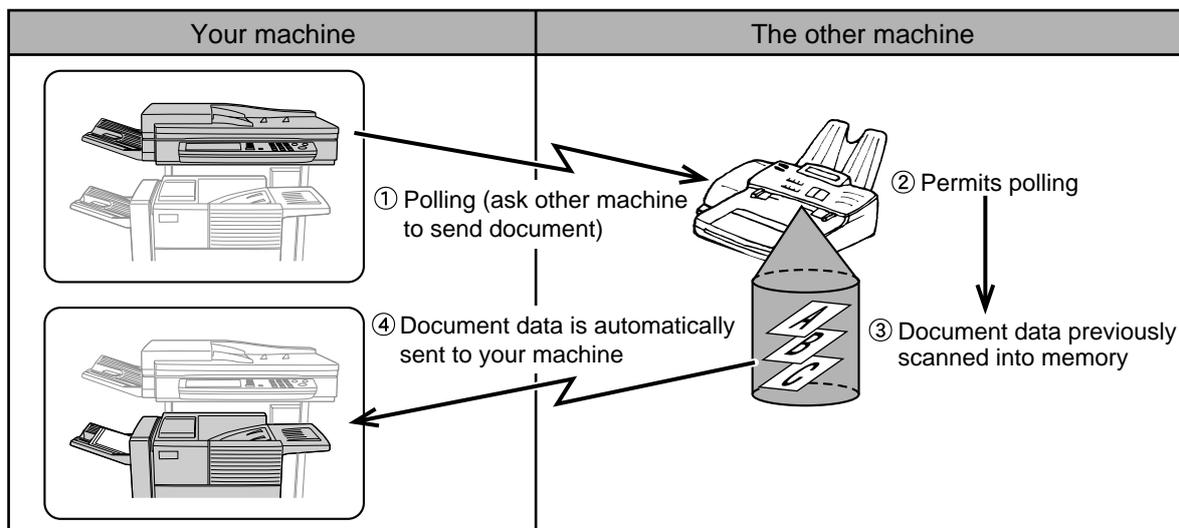
Group keys and the broadcast transmission function (page 3-2) can be used to successively poll multiple fax machines in a single operation (serial polling). Up to 300 machines can be polled. In this case, the sequence of operations in the above diagram is successively repeated for each sending machine selected.

> **NOTE**
> The receiving machine bears the expense (phone charges) of polling transmission.

■ Polling memory

This feature allows your machine to automatically send a document previously scanned into memory when another machine calls and polls your machine.

Your machine	The other machine
② Permits polling	① Polling (request transmission)
③ Document data previously scanned into memory	④ Document data is automatically sent to other machine
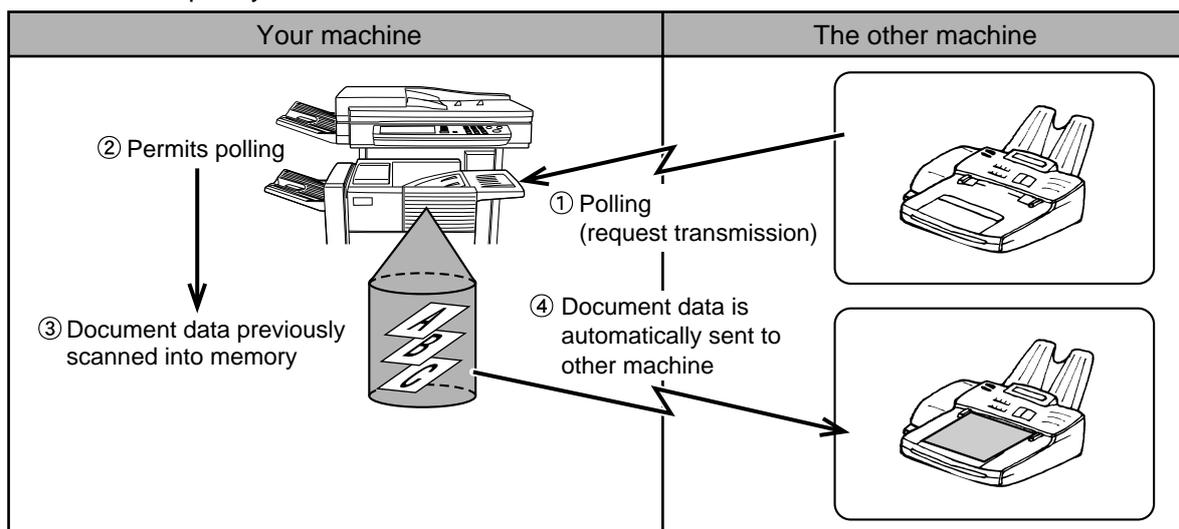
USING THE POLLING FUNCTION

A document should not be loaded in the machine when the following operation is performed. When used in conjunction with the timer transmission function, only one polling job can be stored.

NOTE

If the other machine has a polling security function (refer to page 3-8), use the key operator program to program your own fax number (refer to page 8-4), and ask the operator of the other machine to appropriately program your fax number in that machine.

1 **Touch the SPECIAL MODES key in fax mode, and then touch the POLLING key.**
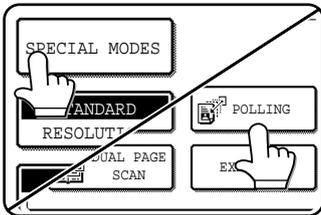
The POLLING key is highlighted and the polling icon appears.
To cancel polling, touch the POLLING key once again to cancel the selection.

2 **Touch the OK key.**
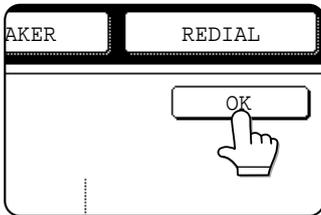
You will return to the initial screen.

3 **Dial the number of the other fax machine or touch an auto-dial key (one-touch or group key) (refer to page 2-5).**
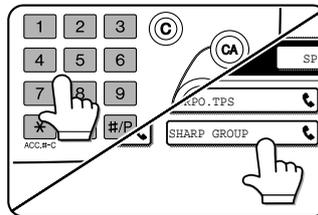
If you are performing serial polling, touch the NEXT ADDRESS key and repeat this step. (Page 3-3)

NOTE

When performing serial polling, an auto-dial key that includes a sub-address or passcode (page 4-2) cannot be selected.

4 **When you have finished entering the destination(s), press the START key.**
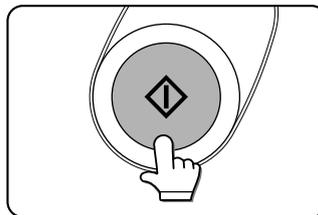
JOB STORED appears in the screen.
Your machine prints the document after receiving it from the sending machine.

NOTE

• To cancel the operation
Press the JOB STATUS key and then cancel the operation as explained on page 2-6.

■ Manual polling

A document should not be loaded in the machine when the following operation is performed. Manual polling is begun on the signal of the other party.

1 **Touch the SPEAKER key in fax mode, and dial the number of the other machine.**
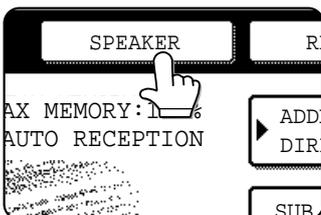
A one-touch key or the REDIAL key can also be used.
If you have connected an extension phone to the machine, you can lift the extension phone and then dial.

2 **Touch the SPECIAL MODES key.**
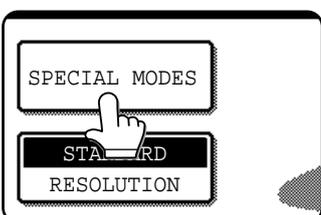
3 **When you hear the fax tone from the other machine, press the POLLING key.**
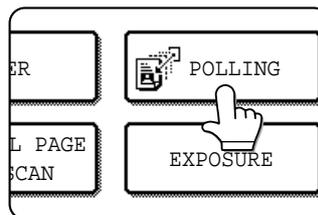
POLLING appears in the display.

4 **Polling reception begins.**
If you lifted an extension phone to dial, replace the extension phone. Your machine prints the document after receiving it from the sending machine.

NOTE

Serial polling cannot be performed manually. When polling reception ends, repeat steps 1 through 4.

3-6

USING POLLING MEMORY

This function sends a document previously scanned into memory to a receiving machine when the receiving machine calls and polls your machine. This machine has "memory boxes", which are memory used for such functions as the normal polling memory function, F-code polling memory, F-code confidential transmission, and F-code relay transmission (refer to page 4-2). The polling memory function explained here uses a memory box called the "PUBLIC BOX". (If desired, you can restrict polling to fax machines whose fax number you have programmed in your machine (refer to page 8-9)).

> **NOTE**
> When using the polling memory function, do not set the reception mode to MANUAL. (Page 5-4)

■ Scanning a document into memory (Public Box) for polling memory

This procedure is for scanning a document into the Public Box. If other document data has already been stored in the Public Box, the new document will be added after that data. If the previously stored data is no longer needed, delete that data (refer to the following page) before scanning in new document data.

3

1 **In fax mode, load the document in the auto document feeder or on the document glass (page 1-7).**

2 **Touch the SPECIAL MODES key and then the MEMORY BOX key.**
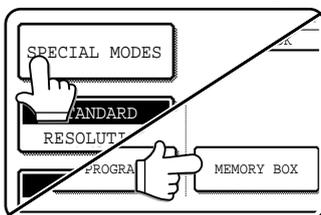
To cancel the operation, touch the CA key.

SPECIAL MODES
ANDARD
RESOLUTI
PROGRA   MEMORY BOX

3 **Touch the DATA STORE key.**

POLLIN
DATA STORE   PRINT
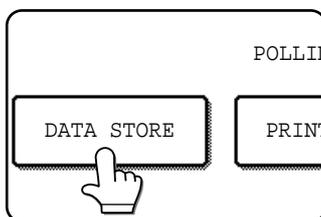
4 **Touch the PUBLIC BOX key.**

1/2
PUBLIC BOX
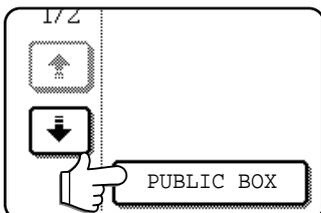
This specifies that the document will be scanned into the Public Box.

5 **Set the original size, resolution, exposure and other scanning conditions as needed.**

6 **Press the Start key.**
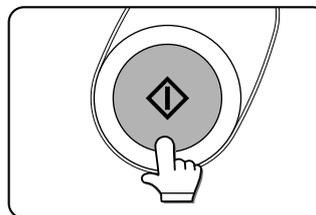
The document is scanned. If other document data has previously been stored, the new data will be added on after the old data.

If you used the document glass and have another page to scan, change the pages and then press the Start key again. Repeat this procedure until all pages have been scanned, and then press the READ-END key that appears in the message screen. When the document data has been stored in the Public Box, JOB STORED appears on the screen, after which you will return to the initial screen.

> **NOTE**
> **To cancel scanning**
> To cancel scanning of a document while scanning is in progress, press the C key.

> **NOTE**
> The machine has been initially set to automatically clear document data from the Public Box after polling takes place and the data is sent to the polling machine. You can use the key operator program to change this setting so that the data is not automatically cleared and polling can take place repeatedly (refer to page 8-9).

■ Printing document data in the Public Box

When document data is stored in the Public Box, an 🗐 icon will appear to the right of the PUBLIC BOX key. To check the stored data, you can print it out.

1 Touch the SPECIAL MODES key in fax mode and then touch the MEMORY BOX key.
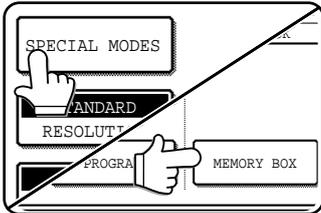
3 Touch the PUBLIC BOX key.
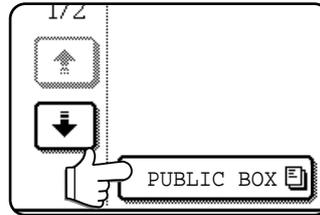
Touching the CANCEL key will return you to the screen of step 2.

2 Touch the PRINT DATA key.
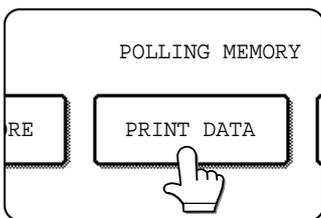
4 Press the START key.
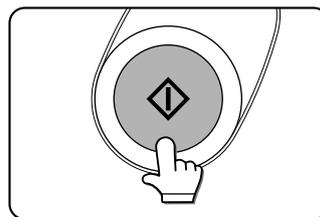
The message screen appears and the Public Box data is stored as a print job. To cancel printing, touch the CANCEL key.

■ Deleting document data from the Public Box

This procedure is used to delete document data from the Public Box when it is no longer needed.

1 Touch the SPECIAL MODES key in fax mode and then touch the MEMORY BOX key.
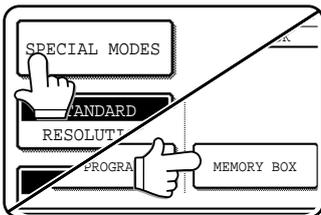
3 Touch the PUBLIC BOX key.
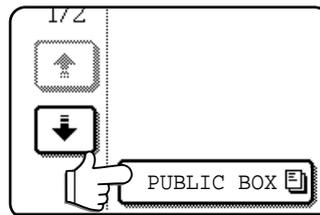
The message screen appears.

2 Touch the DELETE DATA key.
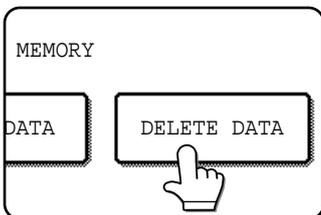
4 Touch the YES key.
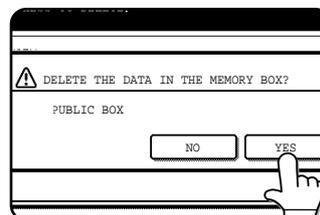
All data in the Public Box is deleted and you return to the screen of step 2.
If you touch the NO key, you will return to the screen of step 2 without deleting the data.

■ Restricting polling access (polling security)

If you wish to prevent unauthorized fax machines from polling your machine, turn on the polling security function. When this function is turned on, polling permission will only be granted if the fax number of the polling machine (as programmed in that machine) matches one of the fax numbers you have programmed in your machine as passcode numbers. Up to 10 fax numbers can be programmed as passcode numbers.

To turn on the polling security function and program passcode numbers, use the key operator program as explained on page 8-9.

NOTES
- If you do not use the polling security function, the document will be sent to any fax machine that polls you.
- When using the polling security function, even if you have programmed the fax number of a another machine in your machine, polling will not be possible if the operator of the other machine has not programmed the same fax number in that machine.

3-8

OWN NUMBER SENDING

This function prints the date, time, your programmed name, your programmed fax number, and the transmitted page number at the top center of each page that you fax. All pages that you fax include this information. (Page 8-7)

Example of fax page printed out by the receiving machine

MAY-11-2001-FRI 03:00 PM	SHARP PLANNING DIV.	FAX No. 0666211221	P. 001/001
↑	↑	↑	↑
(1)	(2)	(3)	(4)
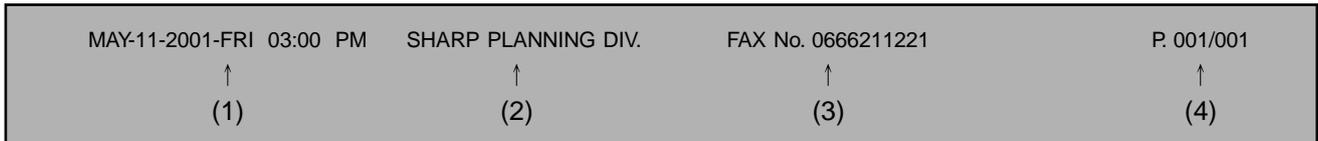
(1) Date and time: programmed in the custom settings (page 3-15 of "Operation manual (for printer operation and general information)").
(2) Own name: programmed with the key operator program (page 8-4).
(3) Own fax number: programmed with the key operator program (page 8-4).
(4) Transmitted page number: 3-digit number appearing in the format, "page number/total pages" (only the page number appears if you use manual transmission or Quick On-Line transmission). If desired, you can use the key operator program to omit the page number (refer to page 8-6).

3

■ Position of sender's information

The key operator program can be used to select whether the sender's information is added outside the original data or inside the data (page 8-7). The initial factory setting is outside the data.

Direction of transmission

Length of scanned data | Length of transmitted data

Outside scanned data

None of the transmitted image is cut off; however, the transmitted data is longer than the scanned data, and thus when both the sender and the receiver use the same size of paper, the printed fax may either be reduced or split up and printed on two pages.

Direction of transmission

Length of scanned data | Length of transmitted data

Inside scanned data

The top edge of the scanned data will be cut off by the sender's information; however, when both the sender and the receiver use the same size of paper, the printed fax will neither be reduced nor split up and printed on two pages.

FAXING A DIVIDED ORIGINAL (DUAL PAGE SCAN)

When an open book is scanned and faxed, you can use this function to divide the two open pages of the book into two separate fax pages.

This function can only be used when the original is scanned using the document glass.

Your machine	The other machine
Book or sheet original	Printed out as two separate pages
When page division is set,	Transmission to other machine
the original is divided into two pages when scanned into memory	[Example]

Scanned original size	Transmitted document
11"x17"	Two 81/2"x11" pages
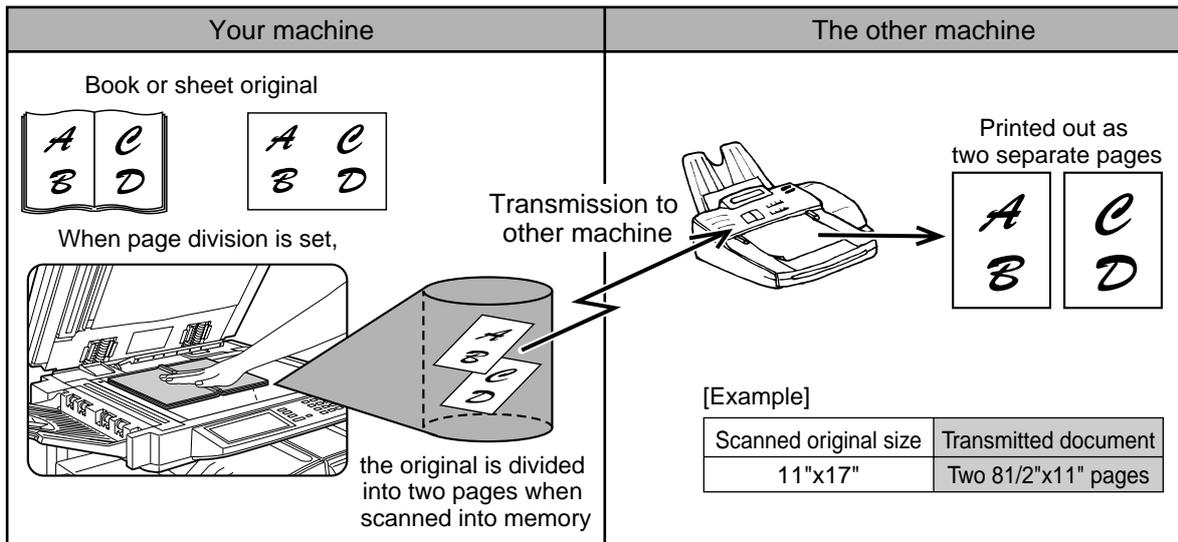
■ Selecting Dual Page Scan

Follow the steps below and then send the fax.

1 Touch the SPECIAL MODES key in fax mode and then touch DUAL PAGE SCAN.
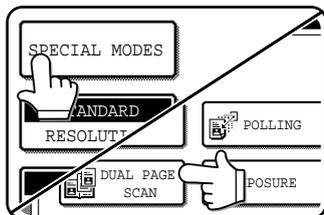
2 Touch the OK key.
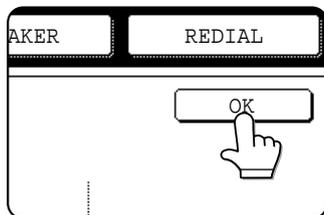
You will return to the initial screen.

3 Place the original on the document glass (page 1-7), and perform the transmission operation.

If you have more originals to scan after pressing the Start key and scanning the first original, change originals and repeat scanning until all originals have been scanned. When finished, press the READ-END key that appears in the message display. (Page 2-3)

NOTES
• When you set Dual Page Scan, the original size is fixed at 11"x17". Automatic original size detection will not function.
  When the original on the document glass is scanned, it will be divided at the book mark on the document glass scale, with one page on the left side of the book mark and one page on the right side.

• **To cancel Dual Page Scan...**
  Press the CA key.

PROGRAMMING FREQUENTLY USED OPERATIONS

This function allows you to store the steps of an operation, including the destination and scanning settings, into a program. When you want to send a document to that destination, you can simply call up the program and the steps will be performed automatically. This function is convenient when you frequently send documents, such as a daily report, to the same destination. Up to eight programs can be stored.

> **NOTES**
> - A program differs from a timer transmission (page 3-4) in that it is not cleared from memory after transmission takes place. A program thus allows you to repeatedly perform the same type of transmission. Note, however, that programs do not allow you to establish a timer setting for transmission.
> - With the exception of polling, reception operations cannot be stored in a program.

Programs can be stored using the custom settings, and a name up to 18 characters long can be assigned.
For information on storing, editing, and deleting programs, refer to page 6-8.
The following settings can be stored in a program:

> - Destination fax number   • Polling   • Dual Page Scan   • Resolution and exposure

Auto-dial keys (one-touch or group keys) are used to store the destination fax number. A full number cannot be entered using the numeric keys. When storing a broadcast transmission or serial polling operation in a program, up to 300 destination fax numbers can be stored.

3

USING A PROGRAM

1 **In fax mode, load the document (page 1-7).**
Do not load a document if you are performing a polling operation.
If you are going to use Dual Page Scan (previous page), place the document on the document glass.

2 **Touch the SPECIAL MODES key and then the PROGRAM key.**
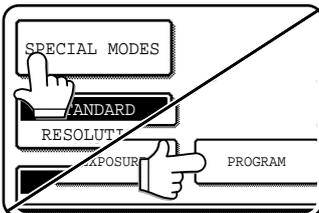
The program selection screen appears.

3 **Touch the program key you wish to execute. Make sure the key is highlighted and then touch the OK key.**
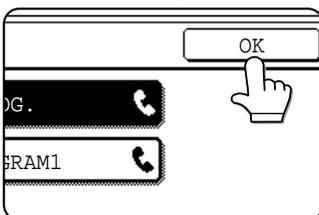
The program key you touched is selected and you return to the screen of step 2.
The PROGRAM key is highlighted.

4 **Touch the OK key.**
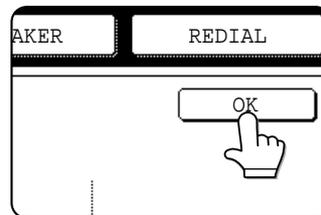
You will return to the initial screen.

5 **If needed, set the original size and other settings, and then press the Start key.**
Transmission takes place according to the program.

> **NOTE**
> Select settings that cannot be stored in a program in step 5. These include original size, two-sided scanning, verification stamp function (if the optional verification stamp unit is installed), and a timer setting.

TRANSFERRING RECEIVED FAXES TO ANOTHER MACHINE WHEN PRINTING IS NOT POSSIBLE

When printing is not possible because of a paper, toner, or other problem, you can transfer received faxes to another fax machine if that machine has been appropriately programmed in your machine. This function can be conveniently used in an office or other workplace where there is another fax machine connected to a different phone line. When a fax has been received to memory, the DATA light to the right of the IMAGE SEND key blinks.
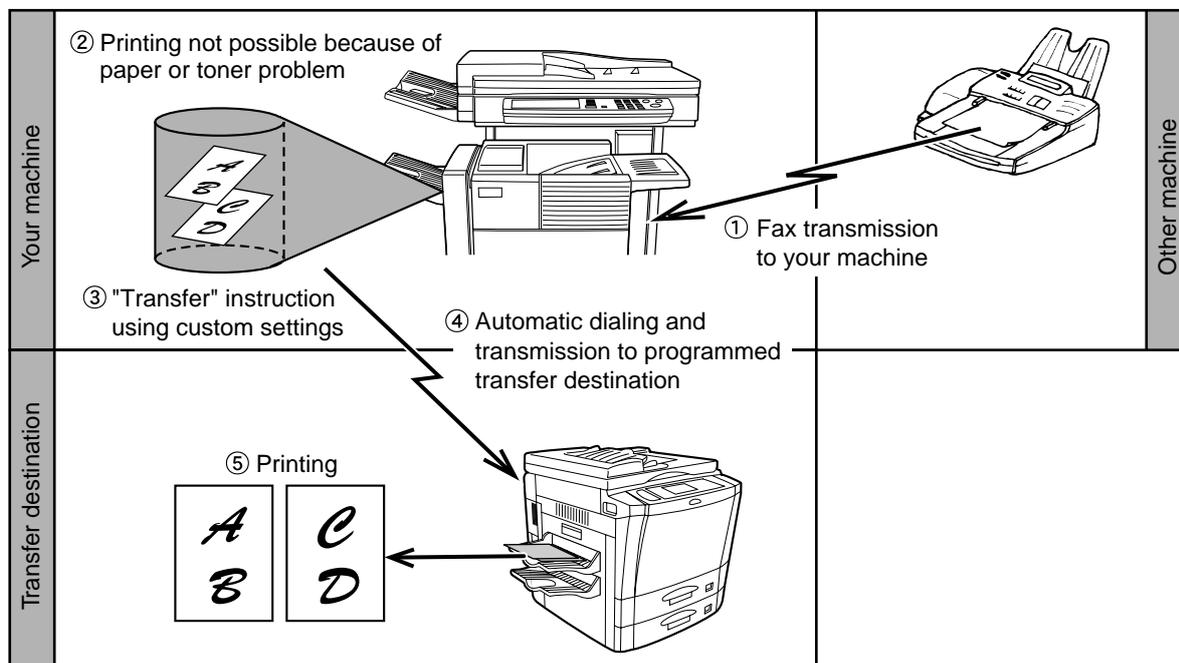
NOTES
- When the transfer instruction is issued, all data that has been received in memory to that point is transferred. The page that was being printed when the problem occurred and all following pages will be transferred.
- Data cannot be selected for transfer. Data received to a confidential memory box (page 4-6) cannot be transferred.
- The result of transfer is indicated on an activity report (page 7-3).

USING THE TRANSFER FUNCTION

■ Program the fax number of the transfer destination
Use the key operator program to program the number of the transfer destination (page 8-8). Only one fax number can be programmed. The transfer function cannot be used unless a number is programmed.

■ Transferring received data

1 Press the CUSTOM SETTINGS key.
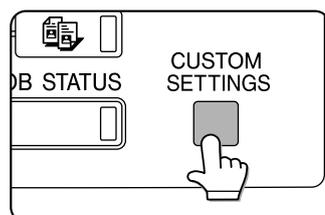
2 Touch the FAX DATA FORWARD key.
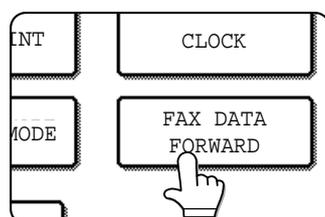
If there is no data to transfer or a transfer number has not been programmed (page 8-8), a message will appear and transfer will not be possible.

3 Touch the YES key.
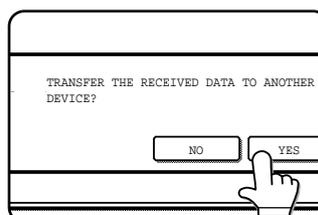
The machine automatically dials the transfer destination programmed with the key operator program and begins transfer.
If you do not wish to transfer the data, touch the NO key.

NOTES
- **To cancel transfer**
  Press the JOB STATUS key, and then cancel the transfer in the same way as a transmission (refer to page 2-6). The data that was going to be transferred will return to print standby status in your machine.
- If the transfer is not possible because the line is busy or a transmission error occurs, the data returns to print standby status in your machine.

CHAPTER 4

USING CONVENIENT FUNCTIONS 2
TRANSMISSION USING F-CODES

This chapter explains F-code transmission, which gives you a convenient means of performing advanced operations such as relay broadcast transmission and confidential transmission. Normally these functions require that the other fax machine be a similar Sharp machine; however, F-code transmission enables these functions to be performed with any other machine that supports F-code transmission. Please read those sections which are of interest to you.

TRANSMISSION BETWEEN MACHINES SUPPORTING F-CODES

This machine supports the "F-code" standard as established by the ITU-T*.

The F-code standard makes it possible to perform special operations such as relay broadcast and confidential transmission, which previously could only be performed with another similar Sharp machine, with any other machine that also supports F-codes.

Before using any of the functions explained in this chapter, verify that the other fax machine supports F-codes and the function that you wish to use (the other machine may use a different name for the function).

*The ITU-T is a United Nations organization that establishes communications standards. It is a department of the International Telecommunication Union (ITU), which coordinates global telecommunications networks and services.

MEMORY BOXES AND SUB-ADDRESSES/PASSCODES REQUIRED FOR F-CODE TRANSMISSION

Fax machines that support F-code transmission enable the creation of a **"memory box"** in the unit's memory. The memory box is used to store documents received from another fax machine or documents to be sent when another machine polls that machine. Up to 100 memory boxes can be created for a variety of purposes, and a name can be assigned to each box. A **"sub-address"** that indicates the box's location in memory must be programmed, and if desired, a **passcode** can also be programmed to control access to the box.

Sub-address (location in memory)
Select any number up to 20 digits.

Box name (used to manage boxes in your machine)
Select a name of up to 18 characters.

Passcode (key)
Select any number up to 20 digits.
(Not required)
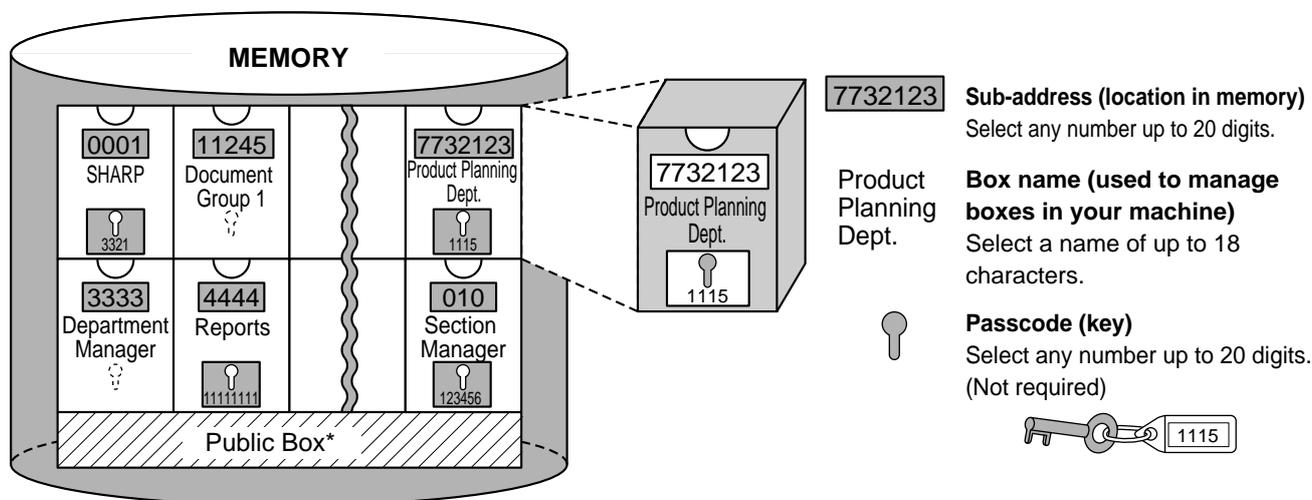
*The Public Box is used for normal serial polling (page 3-5).

When communication occurs involving a memory box, the communication will only take place if the sub-address and passcode that the other machine sends match the sub-address and passcode programmed in your machine for that box. Therefore, to allow communication, you must inform the other party of the sub-address and passcode of the memory box. Likewise, to send a document to a memory box in another machine or use polling to retrieve a document from that memory box, you must know the sub-address and passcode of that memory box.

Memory boxes are managed in this machine not only by sub-addresses and passcodes (which are number sequences), but also by names. For example, for the memory box with the sub-address, "7732123", and the passcode, "1115", you could assign the name "Product Planning". Assigning names makes it easier to manage memory boxes. (Note that you do not need to inform the other party of a memory box name; the other party only needs to know the sub-address and passcode.)

This machine uses the term "sub-address" for the location of the memory box and the term "passcode" for the password that allows communication; however, other fax machines of other manufacturers may use different terms. When asking the other party for a sub-address and passcode, you may find it useful to refer to the 3-character alphabetical terminology used by the ITU-T.

This machine	ITU-T		
	F-code polling memory box	F-code Confidential box	F-code Relay Broadcast Function
Sub-address	SEP	SUB	SUB
Passcode	PWD	SID	SID

ENTERING A SUB-ADDRESS AND PASSCODE FOR A MEMORY BOX IN THE OTHER MACHINE

When transmitting to a memory box in another fax machine, the sub-address and passcode must be entered after the other machine's fax number. Enter the other machine's fax number as explained for a normal transmission (page 2-2) or for a polling operation (page 3-6), and then enter the sub-address and passcode as follows:

1 **Dial the fax number of the other machine, or touch a one-touch key.**
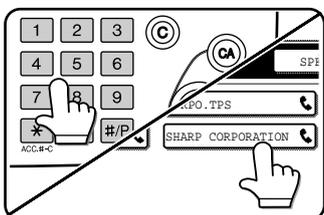
If the sub-address and passcode have been programmed into the one-touch key, the following steps are not needed.

2 **Touch the SUB ADDRESS key.**
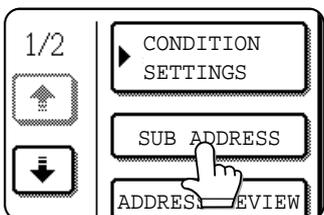
A slash "/" appears at the end of the fax number. If you make a mistake, press the C key to clear the mistake.

3 **Use the numeric keys to enter the sub-address of the other machine's memory box (max. 20 digits)**
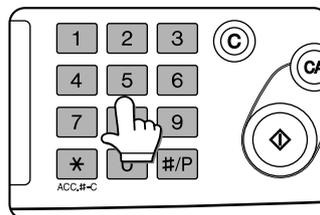
If you make a mistake, press the C key and re-enter the correct digit(s).

4 **Touch the SUB ADDRESS key once again.**
A slash "/" appears at the end of the sub-address.

5 **Use the numeric keys to enter the passcode of the other machine's memory box (max. 20 digits)**
If a passcode has not been established for the other box, this step is not necessary.

NOTES
- You can program a sub-address and passcode into a one-touch dial key along with the fax number (refer to page 6-3).
- Manual transmission (on-hook dialing or lifting an extension phone connected to the machine) using a sub-address and passcode is not possible.

CREATING A MEMORY BOX FOR F-CODE TRANSMISSION

F-code operations using memory boxes include F-code polling memory (following page), F-code confidential transmission (page 4-6), and F-code relay broadcast (page 4-8). Memory boxes must be created to perform any of these operations.
A memory box can be created using the custom settings. The method of setting up the box varies depending on the operation. Up to 100 boxes can be created. Note that two boxes cannot use the same sub-address, and a passcode can be omitted.
Refer to page 6-10 for the procedures for creating, editing, and deleting memory boxes.
A maximum of 20 digits are permitted for sub-addresses and passcodes. Be sure to inform the other party of the sub-address and passcode.

NOTES
- If you attempt to create a box when 100 boxes have already been created, a message will appear and you will not be able to create the box. First delete an unneeded box (page 6-13), and then create the new box.
- Spaces cannot be used when programming a sub-address or passcode. The characters "#" and "✳" cannot be used in a sub-address, but they can be used in a passcode.

F-CODE POLLING MEMORY

F-code polling memory allows one fax machine to call another fax machine and activate reception of a document that has been scanned into the other machine's F-code polling memory box. Calling another machine and activating reception is called F-code polling, and scanning a document into a memory box for another machine to retrieve by polling is called F-code polling memory. This function is approximately the same as normal polling explained on page 3-5; however, it uses an F-code polling memory box and is always protected by means of the sub-address and passcode.

■ How F-code polling memory works
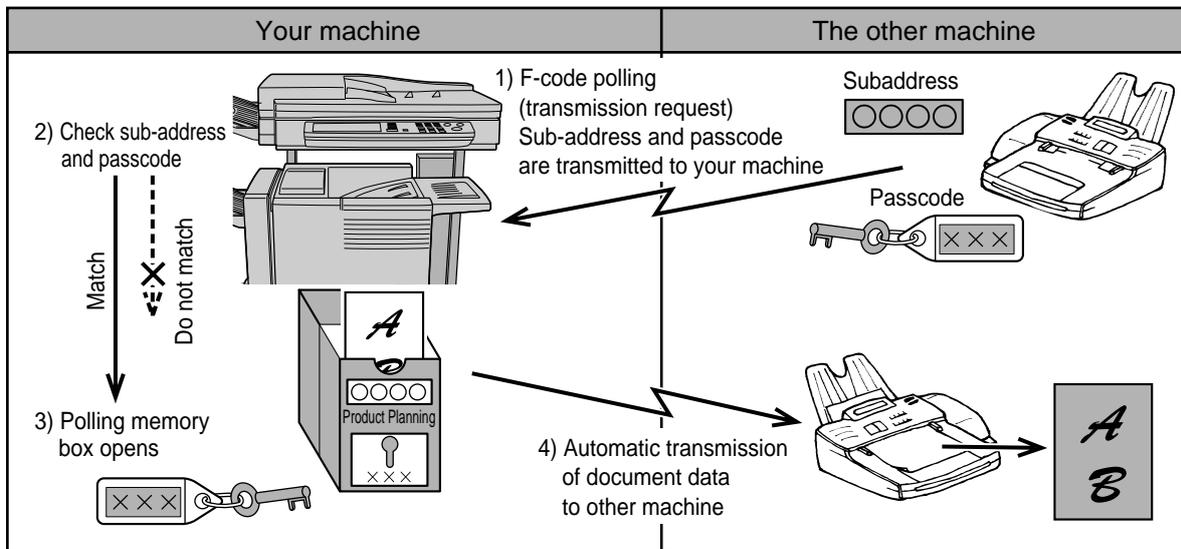
F-code polling is when your machine calls another machine and retrieves a document that was scanned into the polling memory box of that machine (the reverse of the above diagram).

NOTES
• To perform polling or polling memory without using an F-code, refer to page 3-5.
• To create an F-code memory box for polling memory, refer to page 6-10.
• Unlike normal polling, the other machine's fax number is not programmed as a passcode for F-code polling memory. The sub-address and passcode of the polling memory box are always used for polling security.
• The receiving machine bears the expense (phone charges) of the transmission.

USING F-CODE POLLING MEMORY

In order for another machine to retrieve a document from your machine, you must first scan the document into the F-code polling memory box.
You can check scanned document data by printing it out (refer to the following page).

NOTE
When using F-code polling memory, do not set the reception mode to manual reception.

■ Scanning a document into an F-code polling memory box

The procedure for scanning a document into an F-code polling memory box created with the custom settings (page 6-10) is almost the same as the procedure for scanning a document into the Public Box for normal polling memory. Instead of touching the PUBLIC BOX key in Step 4 on page 3-7, touch the key of the memory box into which you wish to scan the document. If document data has already been stored in that box, the new document data will be added on to the existing data. If you no longer need the existing data, delete it as explained on the following page.

When you touch the memory box into which you wish to scan the document, the key is highlighted and selected as the scanning destination.
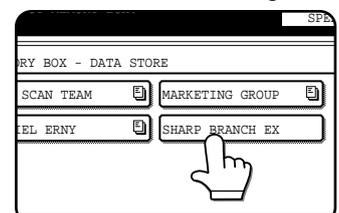
NOTE
When creating the memory box, you can select whether to have the scanned document data automatically cleared after polling, or left in the box to allow repeated polling.

4-4

■ Checking and clearing document data in a memory box

The procedure for checking document data in an F-code polling memory box by printing it and the procedure for clearing data from a box are almost the same as the procedures for printing and clearing document data from the Public Box. Instead of touching the PUBLIC BOX key in Step 3 on page 3-8, touch the memory box key of the data you wish to print or clear.

If a document icon (📄) appears to the right of a memory box key, document data has been stored in that box and you can print it out.
Note that you cannot check or clear the contents of a memory box while it is being used for transmission.
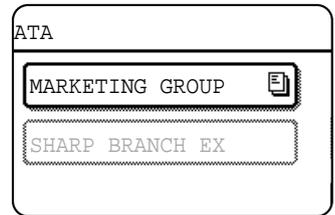
PROCEDURE FOR F-CODE POLLING

Make sure that a document has not been loaded in the auto document feeder or on the document glass, and then follow the steps below.

> **NOTES**
> • You must know the sub-address (SEP) and passcode (PWD) of the other machine's F-code polling memory box.
> • Serial polling (selecting multiple fax machines to be polled using a group key or by touching the NEXT ADDRESS key) is not possible with F-code polling.

1 In fax mode, touch the SPECIAL MODES key and then the POLLING key.
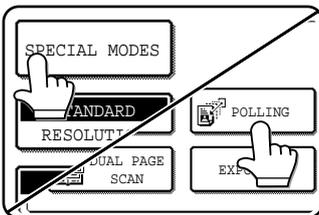
The POLLING key is highlighted and the polling icon is displayed.
To cancel the polling selection, press the POLLING key once again so that it is no longer highlighted.

2 Touch the OK key.

You will return to the initial screen.

3 Enter the fax number, sub-address, and passcode of the other fax machine.
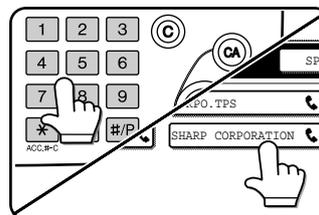
Refer to steps 2 through 5 on page 4-3 for the procedure for entering sub-addresses and passcodes.
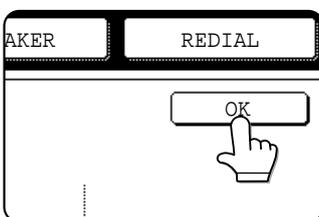
4 Press the Start key.
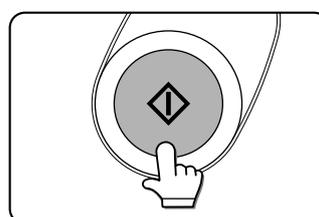
JOB STORED appears on the screen.
After communicating with the other machine, your machine prints the received document data.

> **NOTES**
> • **To cancel the operation**
> Press the JOB STATUS key and then cancel the operation as explained on page 2-6.
> • Only one polling operation with a timer setting (page 3-4) can be stored.

F-CODE CONFIDENTIAL TRANSMISSION

This function is used to send confidential documents. The sub-address and passcode programmed for a memory box restricts access to the box, and received data can only be printed by someone who knows the print PIN. (Personal Identification Number).

This function is convenient when sending important documents that you only want a specific person to see, or when multiple departments share a single fax machine.
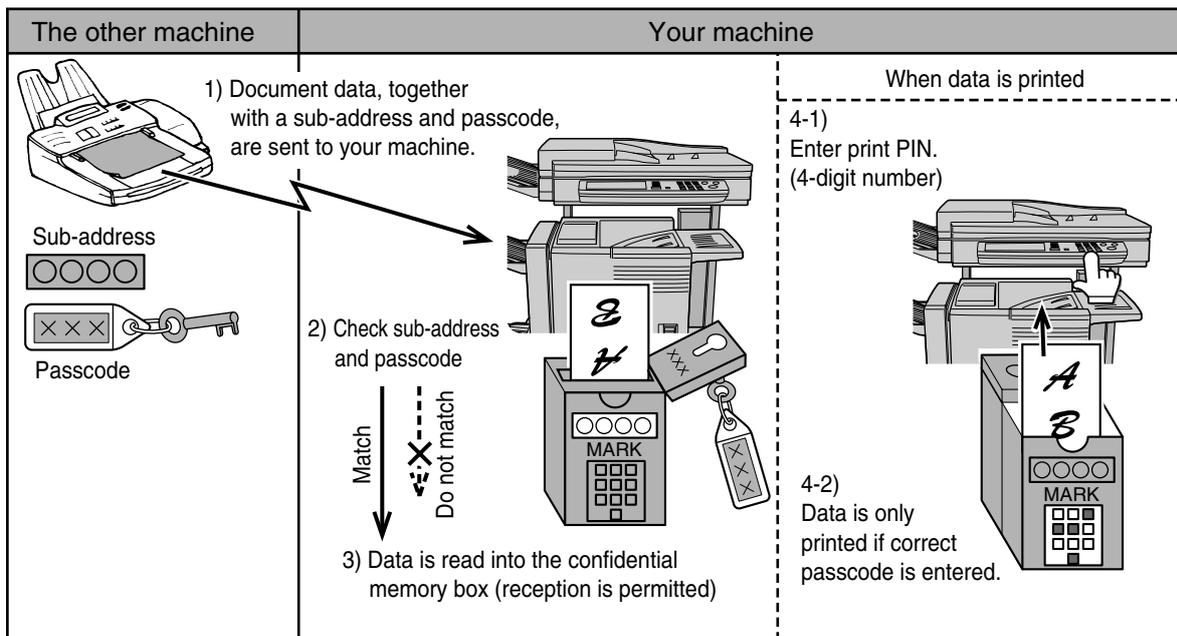
As the above diagram shows, receiving document data to the machine's F-code confidential memory box is called F-code confidential reception, and sending document data to another machine's F-code confidential memory box is called F-code confidential transmission.

NOTES
- This machine does not support Sharp's previous confidential transmission function, which uses the programmed sender's fax number and ID code.
- Refer to pages 6-10 through 6-13 for the procedures for creating, editing, and deleting F-code confidential memory boxes.
- Take care not to forget the print PIN. programmed in the F-code confidential memory box. If you forget the passcode, consult your dealer.

F-CODE CONFIDENTIAL TRANSMISSION

F-code confidential transmission is performed in the same way as a normal transmission (refer to chapter 2); however, you must enter the sub-address (SUB) and passcode (SID) after the fax number of the other machine. (Omit the passcode if the other machine does not use a passcode.)

For the procedure for entering sub-addresses and passcodes, refer to page 4-3.

F-code confidential reception is performed in the same way as normal reception (refer to chapter 2); however, you must inform the other party of the sub-address (SUB) and passcode (SID) of your confidential memory box. (Omit the passcode if a passcode is not programmed in the box.)

NOTE
An F-code confidential transmission can be used in combination with the broadcast transmission function (page 3-2) or timer transmission function (page 3-4), and can be stored in a program (page 6-8).

PRINTING A DOCUMENT RECEIVED TO AN F-CODE CONFIDENTIAL MEMORY BOX

When a document is received to an F-code confidential memory box, a Transaction Report will print to inform you. The document can be printed by entering the print PIN. (0000 to 9999) that was programmed when the memory box was created. Printing of the confidential document will take priority over any other jobs waiting to be printed.

NOTES
- You can use the key operator program to disable printing of the Transaction Report that is printed after a confidential document is received (page 8-5).
- Document data received to an F-code confidential memory box is automatically cleared after printing.
- Multiple faxes can be received to an F-code confidential memory box.

1 **In fax mode, touch the SPECIAL MODES key and then touch the MEMORY BOX key.**
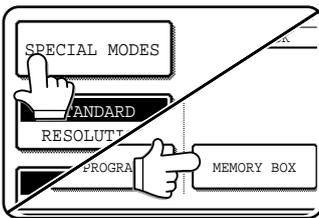
The memory box menu appears.
To cancel the operation, press the CANCEL key.

2 **Touch the PRINT DATA key.**

A 📄 mark appears to the right of memory boxes that have received document data.
A memory box cannot be selected while it is being used for transmission.
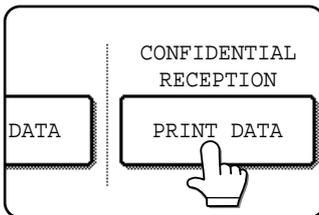
3 **Touch the memory box key that has the document data you wish to print.**
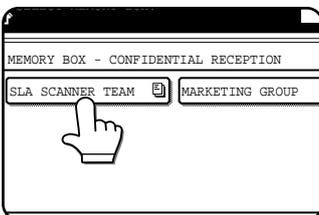
A 📄 mark appears to the right of memory boxes that have received document data.
A memory box cannot be selected while it is being used for transmission.

4 **Press the numeric keys to enter the 4-digit print PIN..**
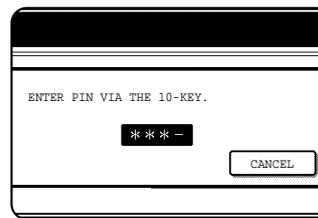
As each digit is entered, "-" changes to "✳".
If the print PIN. you entered is correct, the message PRESS [START] TO PRINT DATA appears.

If the passcode is not correct, the message PIN IS NOT VERIFIED appears and you return to the entry screen. To return to the screen of step 3, touch the CANCEL key.

5 **Press the Start key.**
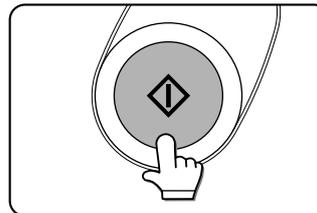
Printing begins. If another print job is already is progress, the confidential data is printed after that job is completed.

NOTE
If received data remains in an F-code confidential memory box, the memory box cannot be deleted.

F-CODE RELAY BROADCAST TRANSMISSION

The F-code relay broadcast transmission function makes it possible to program the fax numbers of end receiving machines in an F-code relay memory box. Your machine thereby becomes a relay machine. When your machine receives a document from another F-code machine, your machine relays (transmits) that document to each of the end receiving machines. The relay machine and the originating machine that requests the relay transmission must both support F-codes; however, the end receiving machines programmed in the F-code relay broadcast memory box do not need to support F-codes.

Relay request machine (sends document)	Relay machine (your machine)

1) Document is sent from machine requesting relay transmission

Sub-address

2) Check sub-address and passcode

Passcode

Match

Does not match

3) Document data is read into relay broadcast memory box (reception is permitted).

S.F.

4) Document is successively transmitted to end receiving machines programmed in the relay broadcast memory box.

If the Network Scanner Expansion Kit (AR-NS2) installed and your machine acts as a relay machine, you can also store E-mail and Internet-Fax destinations in the relay broadcast memory box for relay transmission to E-mail and Internet-Fax recipients.

Receiving machine A   Receiving machine B   Receiving machine C

The machine that originally sends the document is called the relay request machine, and the machine that has a memory box containing the end receiving machines and which relays the received document to those machines is called the relay machine.
The relay machine also prints the document sent by the relay request machine.

For example, corporate headquarters in Seattle wants to send the same document to branch offices in San Francisco, Oakland, Berkeley, and San Jose. If the San Francisco office creates a relay broadcast memory box and programs the Oakland, Berkeley, and San Jose offices as end receiving destinations, the overall phone charges will be lower than if the Seattle office uses the normal broadcast transmission function (page 3-2). This function can also be combined with a timer setting (page 3-4) to take advantage of off-peak rates, allowing a further reduction in phone charges.

Transmission by the relay machine is called "F-code relay broadcast transmission", and transmission from the relay request machine to the relay machine is called "relay request transmission".

NOTES
- This machine does not support Sharp's previous relay broadcast function, which uses the programmed sender's number and relay ID code.
- To create an F-code relay broadcast memory box and program, edit, and delete end receiving machines, refer to pages 6-10 to 6-13. When creating a box, a passcode (SID) can be omitted.
- The relay request machine only bears the expense of sending the document to the relay machine. The relay machine bears the expense of sending the document to each of the end receiving machines.

USING THE F-CODE RELAY BROADCAST FUNCTION
(your machine is the relay machine)

When a document is received from a relay request machine, the F-code relay broadcast function transmits the document to the end receiving machines using a memory box only if the sub-address and passcode sent by the relay request machine are correct.

Refer to pages 6-10 through 6-13 for the procedures for creating, editing, and deleting memory boxes.

Up to 30 end receiving machines (30 one-touch keys or group keys) can be programmed in the F-code relay broadcast memory box.

A document received from a relay request machine is initially stored in the memory box of your machine. Your machine (the relay machine) also prints the document, thus the document is first stored as a print job and then as transmission jobs to each of the programmed end receiving machines. The document data is automatically cleared after transmission to all end receiving machines is completed.

NOTE

End receiving machines are programmed using auto-dial keys (one-touch keys or group keys). If you need to program an end receiving machine that has not been programmed in a one-touch key, program the number in a one-touch key first and then create the memory box.

USING THE F-CODE RELAY REQUEST FUNCTION
(your machine requests a relay broadcast)

4

First ask the operator of the other F-code machine to create an F-code relay broadcast memory box and program the end receiving machines in that box. Ask the operator of the other machine for the sub-address (SUB) and passcode (SID) of the memory box.

When you send the document to the relay machine, enter the sub-address and passcode after the fax number. The document will be stored in the memory box of the relay machine, and then transmitted from the relay machine to each of the programmed end receiving machines. A passcode (SID) need not be entered when dialing if a passcode was not programmed for the memory box.

Aside from the method of dialing the relay machine, the transmission procedure is the same as for a normal transmission (refer to chapter 2).

Refer to page 4-3 for the procedure for entering a sub-address and passcode after the fax number of the other machine.
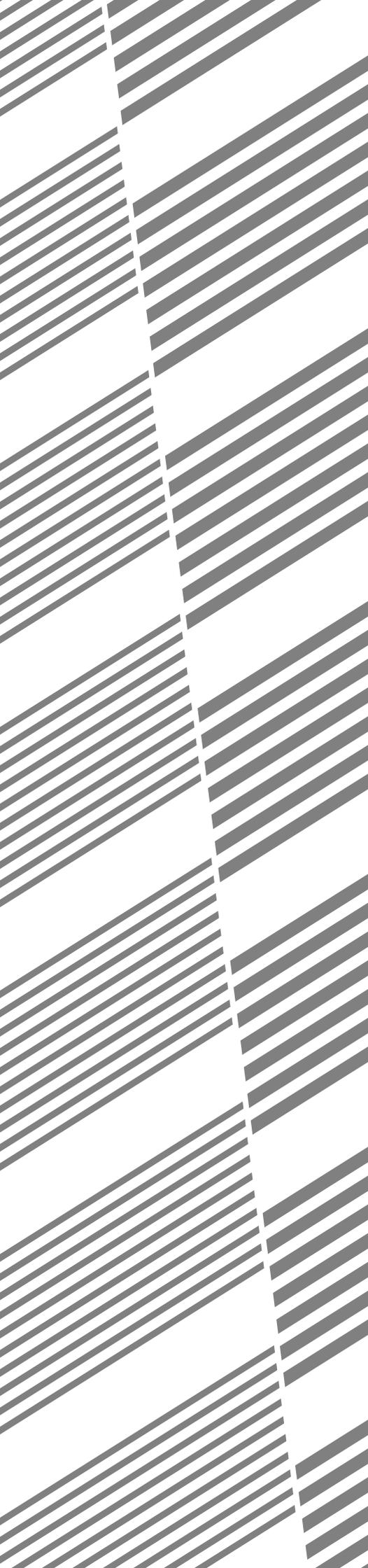
CHAPTER 5

USING CONVENIENT FUNCTIONS 3
CONVENIENT METHODS OF USE

This chapter explains convenient features that can be used when sending a document, as well as features that expand the range of use of the fax machine such as connecting an extension phone.

STAMPING SCANNED ORIGINALS (VERIFICATION STAMP FUNCTION)

If the optional verification stamp unit has been installed on the scanner unit, you can have a pink fluorescent "○" mark stamped on the edge of each original that is scanned using the auto document feeder.

This feature does not operate for originals scanned on the document glass.

Paper feed direction

A pink fluorescent "○" mark is stamped on scanned originals.
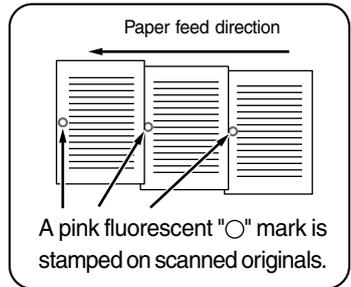
NOTE
When both sides of an original are scanned, only the front side of the original is stamped.

TURNING ON THE VERIFICATION STAMP FUNCTION

If the optional verification stamp unit has been installed, follow the steps below to turn on the verification stamp function.

1 In fax mode, load the original and set any needed scanning conditions such as the original size, resolution, and exposure.

Stamping position
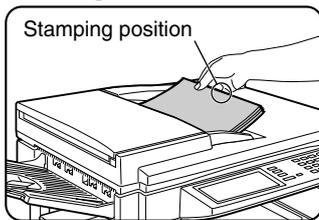
2 Touch the ORIGINAL key.
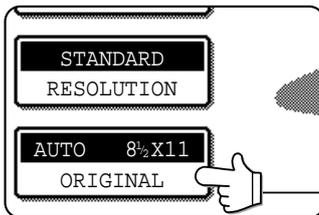
3 Touch the STAMP key.
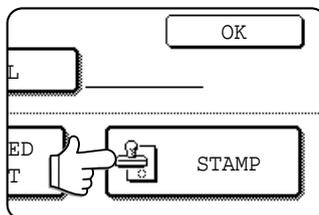
The STAMP key is only displayed if the verification stamp unit has been installed.
When touched, the key is highlighted.

4 Touch the OK key.
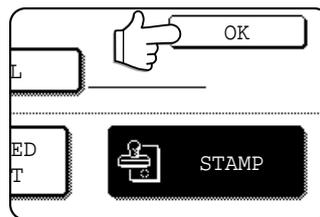
You will return to the initial screen.

5 Make sure that the verification stamp icon appears to the right of the ORIGINAL key.
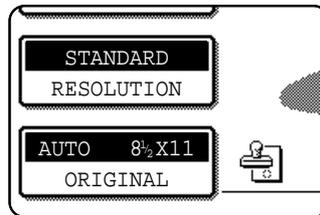
When this icon appears, the edge of each original will be stamped as it is scanned.
If you have selected two-sided scanning, the verification stamp icon will appear to the right of the two-sided scanning icon.

6 Begin scanning.
The verification stamp function automatically turns off when all originals have been scanned.
Note that the function will also automatically turn off if you take no action for one minute after turning on the function.

NOTES
• If an error occurs during scanning, scanning is canceled and the original is ejected. In this case, the original may be stamped without having been scanned.
• You can use the key operator program to permanently turn on the verification stamp function. (Refer to page 8-3.)

■ Replacing the verification stamp cartridge

The optional verification stamp unit contains a consumable verification stamp cartridge (ink cartridge). This cartridge (AR-SV1) must be replaced when the mark stamped on each original becomes faint. Follow the steps below to replace the cartridge.

Finger hold

1 Remove the stamp cover, and then grasp the finger hold on the ink cartridge and pull the cartridge out of the unit.

2 Insert the new cartridge into the unit. Replace the stamp cover.

5-2
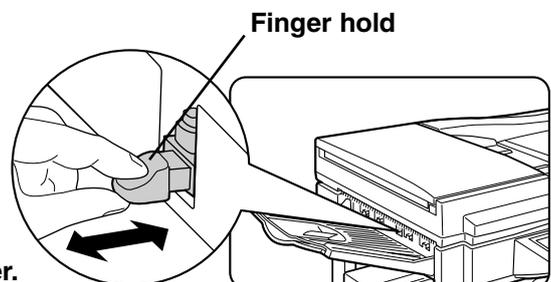
CONNECTING AN EXTENSION PHONE

You can connect a telephone to the machine and use it as an extension phone to place and receive calls like any normal phone. You can also activate fax reception from the phone (remote operation).

NOTES
- If you connect a combination telephone/answering machine to the machine, you will not be able to use the answering machine function.
- You can place calls from the phone even during a power failure.

CONNECTING AN EXTENSION PHONE

1 **Insert the end of the extension phone cord into the extension phone jack on the rear of the machine.**

Extension phone jack
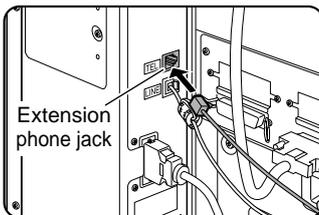
Make sure you hear a "click" sound indicating that the cord is securely connected.

SENDING A FAX AFTER TALKING ON THE PHONE (MANUAL TRANSMISSION)

If the other fax machine is set to manual reception, you can talk to the other party and then send a fax without breaking the connection. This procedure is called manual transmission.

NOTE
Automatic redialing (page 2-4) will not take place if the line is busy.

1 **In fax mode, load the document and set any needed scanning conditions such as the original size, resolution, and exposure.**

NOTE
If you have loaded the original on the document glass, you can only send one page by manual transmission.

2 **Lift the extension phone.**
Or, you can press the SPEAKER key (page 1-11).

3 **Dial the number of the other party or touch a one-touch key.**
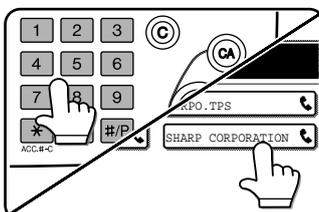
You can also dial using the keypad on the extension phone.
You cannot use a group key or a one-touch key that includes a sub-address and passcode.

4 **Speak to the other party when they answer.**
If you used the SPEAKER key to dial, lift the extension phone to talk.

5 **After the other party switches to fax reception, press your Start key.**
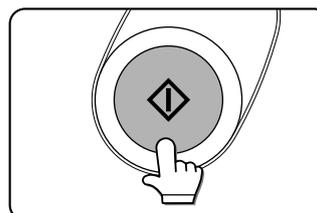
Transmission begins.

6 **Replace the extension phone.**

USING AN EXTENSION PHONE TO RECEIVE A FAX

The machine normally receives faxes automatically after ringing (page 2-7); however, when an extension phone is connected, you can set the reception mode to MANUAL. This will allow you to talk to the other party first and then receive a fax.

This is convenient when you only have one telephone line and receive more voice calls than faxes. You must answer all calls on the extension phone, and activate fax reception after you verify that a call is a fax transmission.

NOTES
- The reception mode is initially set to AUTO. If you have not connected an extension phone, keep the reception mode set to AUTO.
- If you hear beeps during reception or at the end of reception and an error message appears in the display, refer to page 7-3.

■ Changing the reception mode to MANUAL.

1 **Press the CUSTOM SETTINGS key.**

JB STATUS   CUSTOM SETTINGS

2 **Touch the RECEIVE MODE key.**

LIST PRINT
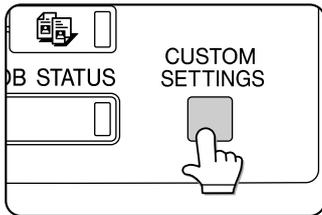
RECEIVE MODE

3 **Touch the MANUAL RECEPTION key.**
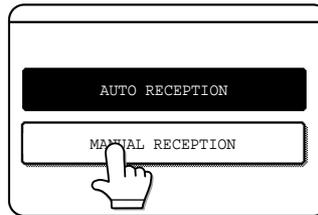
The MANUAL RECEPTION key is highlighted.

AUTO RECEPTION
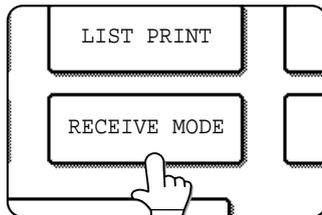
MANUAL RECEPTION

4 **Touch the OK key.**
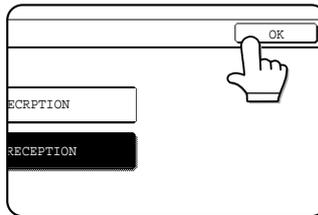
The reception mode is set to MANUAL.

OK

ECRPTION

RECEPTION

NOTE
To return the reception mode to AUTO, touch the AUTO RECEPTION key in step 3 above.

RECEIVING A FAX AFTER TALKING (MANUAL RECEPTION)

When an extension phone is connected to the machine and you have set the reception mode to MANUAL, you can talk to a person sending a fax manually and then begin fax reception without breaking the connection.

■ Activating fax reception from an extension phone (remote reception)

After speaking on the extension phone, you can activate fax reception from the extension phone. This is called "remote reception". After speaking, or when you hear a fax tone through the extension phone, perform the following procedure with the extension phone still lifted.

NOTE

The following procedure is not possible if you are on a pulse dial line and your extension phone cannot produce tone signals. To find out whether your extension phone can produce tone signals, refer to the manual for your extension phone.

---

1 If you are on a pulse dial line, set your phone to issue tone signals.

Refer to your phone's manual to set the phone to issue tone signals.

If your phone is already set to issue tone signals, proceed to the next step.

2 Press the "5" key on the extension phone's keypad, and then press the "✳" key twice.

Fax reception is activated.

3 Replace the extension phone.

NOTE

The one-digit number that is used to activate fax reception from an extension phone (initially set to "5") is called the "remote reception number". You can change this number to any number from 0 to 9 with the key operator program. (Refer to page 8-5.)

■ When the machine is in Fax mode

A fax can be received manually even when transmission is in progress.

NOTE

If you are using a line divider to connect an extension phone to the machine, the following method cannot be used for fax reception. In this case, use remote reception (see above) to receive faxes.

---

1 When the machine rings, lift the extension phone and speak.

If you hear a fax tone through the extension phone, do not speak and proceed to the next step.

2 With the extension phone still lifted, touch the FAX RECEIVE key.
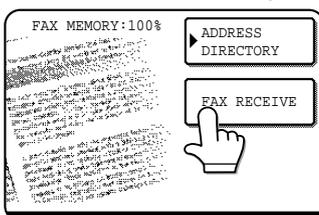
Reception begins when the other party begins transmission.

3 Replace the extension phone.

The received fax will be printed after previously stored jobs have been printed. When printing is completed, you will hear a "beep" sound.

NOTE

You can also talk on the extension phone and manually receive a fax while the machine is copying.

If the machine rings during copying, lift the extension phone and speak. To receive a fax, press the IMAGE SEND key with the extension phone still lifted. When you hear a fax tone through the extension phone, touch the FAX RECEIVE key.

5

CHAPTER 6

PROGRAMMING

This chapter explains the procedures for programming and the information programmed in auto dial keys (one-touch and group keys), programs, user indexes, and memory boxes.

PROGRAMMING

There are two methods for storing and editing auto dial numbers (one-touch keys and group keys), user indexes, and memory boxes: using the touch panel of the machine, and using a Web browser (Netscape Navigator, Internet Explorer, etc.) on your computer to access the Web page in the machine. This chapter only explains the procedures for storing, editing, and clearing using the touch panel of the machine. For the procedure for accessing the Web page and items that can be stored, edited and cleared in the Web page, refer to pages 2-6 through 2-8 of "Operation manual (for printer operation and general information)".

STORING, EDITING, AND DELETING AUTO DIAL KEYS AND PROGRAMS

This section explains the procedures for storing, editing, and deleting auto-dial keys (one-touch keys and group keys) and programs, which simplify the transmission procedure. (The procedure for using one-touch keys and group keys is explained on page 2-5 and the procedure for using programs is explained on page 3-11.)
A combined total of 500 one-touch keys and group keys can be stored, and eight programs can be stored. If you attempt to store more than this, a warning message will appear. In this case, delete any auto-dial keys or programs that are no longer needed (refer to pages 6-5, 6-7 and 6-8), and then store the new auto-dial key or program.

> **NOTE**
> To cancel a storing, editing, or deleting operation, press the CA key. Pressing the CA key takes you out of CUSTOM SETTINGS mode.

To store, edit, or delete an auto-dial key (one-touch key or group key) or program, first follow steps 1 through 4 below.

1 **Press the CUSTOM SETTINGS key.**
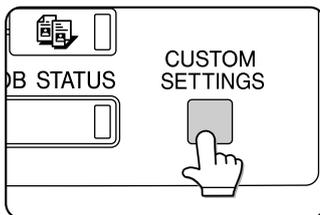
2 **Touch the ADDRESS CONTROL key.**
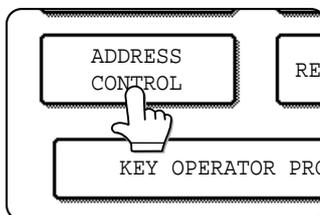
3 **Touch the DIRECT ADDRESS / PROGRAM key.**
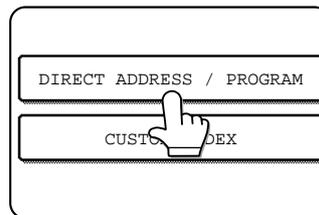
The DIRECT ADDRESS / PROGRAM menu appears.

4 **Touch the desired key and perform the programming operation.**
Refer to the pages indicated below for the operation you wish to perform.
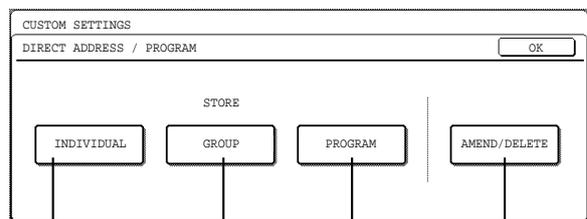
INDIVIDUAL key
Store a one-touch dial key (following page)

PROGRAM key
Store a program key (page 6-8)

GROUP key
Store a group key (page 6-6)

AMEND/DELETE key
• One-touch key (page 6-5)
• Group key (page 6-7)
• Program (page 6-8)

STORING ONE-TOUCH DIAL KEYS

Follow the steps below to store a one-touch key after you have completed steps 1 through 4 on page 6-2.

1 **Make sure the FAX key is checked and then touch the NAME key.**

```
DIRECT ADDRESS / INDIVIDUAL
No. 001
  ☑  FAX
  NAME
INDEX                              FA
```
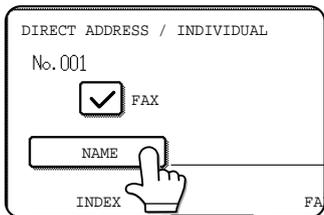
The "No." that automatically appears is the lowest number from 001 to 500 that has not yet been programmed. When NAME is touched, the letter-entry screen appears. Enter up to 36 characters for the name.

Refer to page 6-15 for the procedure for entering letters.

2 **Touch the INITIAL key.**

```
                 INITIAL

MODE
```

3 **Touch a letter key.**

```
DIRECT ADDRESS / INDIVIDUAL
No. 001
INITIAL
  Q   W   E   R   T   Y
  A   S   D   F   G   H
  Z   X   C   V   B   N
```
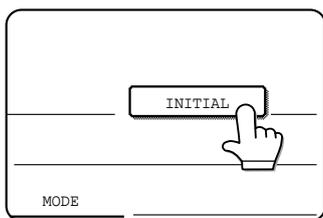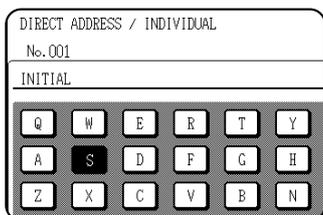
The first letter (initial) of the name entered in step 1 is initially selected and is highlighted. If you wish to change the letter, touch a different letter key.

NOTE
The initial you enter here determines the position of the one-touch key in the ABC index. For information on the ABC index, refer to page 1-5.

4 **Touch the OK key.**

```
                 NEXT    EXIT

                          OK

  Y   U   I   O   P
  H   J   K   L
  N   M                  OTHER
```

5 **Touch the INDEX key.**

```
No. 001
  ☑  FAX
  NAME        SHARP CORPORATION
  INDEX                    FAX
  KEY NAME
```

6 **Touch an index key.**

```
DIRECT ADDRESS / INDIVIDUAL        NEXT    EXIT
No. 001
INDEX                                        OK
SELECT THE CUSTOM INDEX WHERE YOU REGISTER THIS ADDRESS.
 USER 1    USER 2    USER 3    USER 4    USER 5    USER 6
DO YOU REGISTER THIS ADDRESS AT THE [FREQUENT USE], TOO?
              YES          NO
```
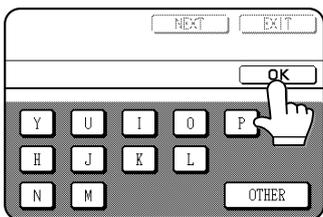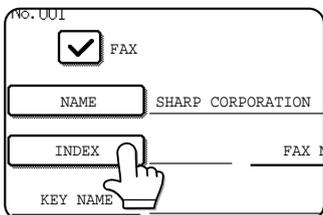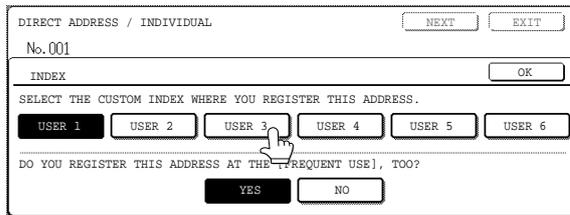
Select one of the upper row of keys (USER 1 through USER 6) to determine the location of the one-touch key when the GROUP index is displayed instead of the ABC index (refer to page 1-5). The lower keys are for selecting whether to include the one-touch key in the FREQUENT USE index.

If you touch the wrong key, simply touch the correct key.

7 **Touch the OK key.**

8 **Touch the FAX No. key.**

```
CORPORATION
        FAX No.
                       MODE
```
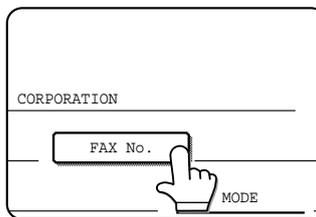
The fax number entry screen appears.

9 **Use the numeric keys to enter the fax number.**

```
DIRECT ADDRESS / INDIVIDUAL        NEXT    EXIT
No. 001
FAX No.                         CANCEL    OK
ENTER THE FAX No. VIA THE 10-KEY PAD, THEN PRESS [OK].
    ☎: 0666211221              PAUSE
                            SUB ADDRESS
```
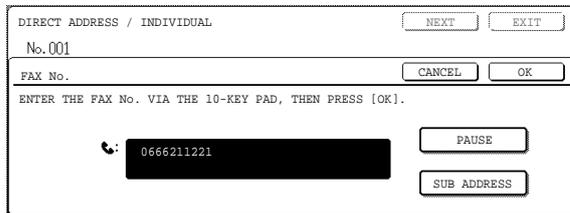
To insert a pause between digits of the number, touch the PAUSE key. The pause appears as a hyphen "-". Refer to page 8-4 to set the duration of the pause.

If you make a mistake, press the C key to clear one digit at a time, and then enter the correct digit(s).

If you are not going to enter a sub-address and password after the fax number, proceed to step 12.

NOTE
A maximum of 64 digits can be entered, including the fax number, sub-address, passcode, any pauses (hyphens), and slashes "/" (to separate the sub-address and passcode).

6

10 **If you need to enter a sub-address, touch the SUB ADDRESS key and then enter the sub-address with the numeric keys.**

```
┌─────────────────────────────┐
│   CANCEL       OK           │
│ EN PRESS [OK].              │
│                             │
│   ████████                  │
│              PAUSE          │
│                             │
│   👆       SUB ADDRESS      │
└─────────────────────────────┘
```
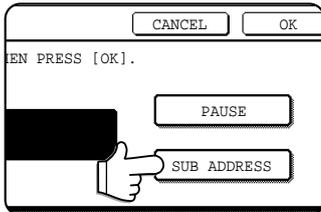
When you touch the SUB ADDRESS key, a slash is entered after the fax number. Continue by entering the sub-address (max. 20 digits).

If you do not wish to enter a passcode, proceed to step 12.

11 **If you wish to enter a passcode, touch the SUB ADDRESS key once again and enter the passcode with the numeric keys.**

```
┌─────────────────────────────┐
│ No. VIA THE 10-KEY PAD, THEN PRESS │
│                             │
│   ████████████████████      │
│   0666211221/3456/          │
│   ████████████████████      │
│                             │
└─────────────────────────────┘
```
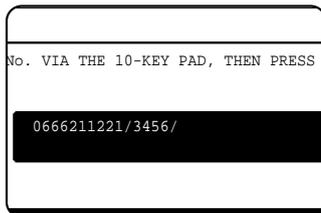
When you touch the SUB ADDRESS key, a slash is entered after the sub-address. Continue by entering the passcode (max. 20 digits).

12 **Touch the OK key.**
You will return to the one-touch key programming screen. REGISTRATION IS COMPLETED will appear highlighted to the right of "No.".

NOTE
The "FAX No." line only shows 32 digits, regardless of how many digits actually programmed.

13 **Check the key name.**
The characters appearing next to the NAME key will be displayed in the key. Only the first 18 characters of the name entered in step 1 will be displayed.
If you need to change the name that will be displayed in the key, touch the KEY NAME key.

```
┌─────────────────────────────┐
│ No.001 REGISTRATION IS COMPLETED. │
│   ☑ FAX                     │
│                             │
│   NAME     SHARP CORPORATION │
│                             │
│   INDEX    USER 3    FAX No │
│                             │
│ KEY NAME   SHARP CORPORATION │
└─────────────────────────────┘
```
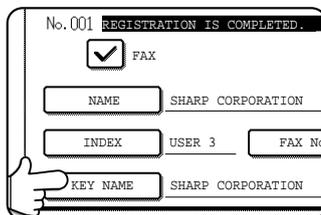
If you do not wish to change the name, this step is not necessary.
Refer to page 6-15 for the procedure for entering characters.

14 **Check the transmission settings**
The initial transmission settings are "TRANSMISSION SPEED: 33.6 kbps" and "INTERNATIONAL CORRESPONDENCE MODE: NONE". To change either of the settings, touch the MODE key.

```
┌─────────────────────────────┐
│                             │
│                             │
│          INITIAL    S       │
│                             │
│ AX No.  0666211221/3456/987654 │
│                             │
│  👆    MODE    33.6 kbps / NON │
└─────────────────────────────┘
```
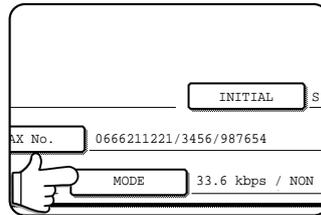
If you do not wish to change the settings, this step is not necessary.
After touching the MODE key, you can change either of the two settings. When finished, touch the OK key.

Transmission speed
Speed selections are 33.6 kbps, 14.4 kbps, 9.6 kbps, and 4.8 bps. The higher the number, the faster the transmission speed.

NOTE
Set the transmission speed only when you know what speed is most suitable, such as when you are sending a fax to a foreign country and telephone line conditions are bad. If you do not know the line condition, do not change this setting.

International correspondence mode
Selections are NONE, MODE 1, MODE 2, and MODE 3.

NOTE
• When sending a fax to a foreign country, telephone line conditions can sometimes distort the fax or interrupt the transmission. Selecting the right international correspondence mode can help alleviate these problems.

• If errors frequently occur when sending a fax to a foreign country, try each of modes 1 to 3 and select the mode that enables the best transmission.

15 **When you have finished programming the one-touch key, touch the EXIT key**
If you wish to program another one-touch key, touch the NEXT key.

```
┌─────────────────────────────┐
│   NEXT       EXIT           │
│                             │
│                             │
│          INITIAL    S       │
│                             │
│   0666211221/3456/987654    │
│                             │
│   MODE     33.6 kbps / NON  │
└─────────────────────────────┘
```
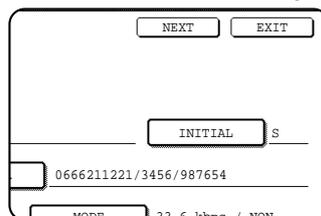
Pressing the EXIT key returns you to the screen of step 4 on page 6-2.

EDITING AND DELETING ONE-TOUCH KEYS

If you wish to delete a one-touch key or change the fax number, name, or other information programmed in a one-touch key, follow steps 1 through 3 on page 6-2 and then perform the following procedure.

1 Touch the AMEND/DELETE key.

AMEND/DELETE

2 Touch the one-touch key you wish to edit or delete.

```
DIRECT ADDRESS / AMEND/DELETE                    EXIT
SELECT ADDRESS TO AMEND/DELETE.
SHARP CORPORATION    CORPO.TPS        1/2    ▶ PROGRAM
SHARP GROUP          SHARP DIGITAL DOCU
SLA SCANNER TEAM     CLIFF QUIROGA
DANIEL ERNY          CHARLER WATTS
FREQUENT USE  ABCD  EFGHI  JKLMN  OPQRST  UVWXYZ   ABC ◆▶ GROUP
```
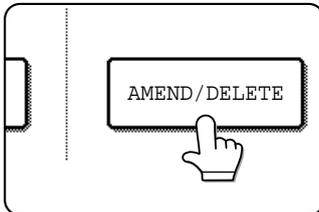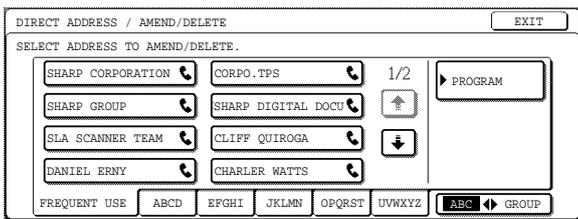
- **To edit a one-touch key, follow steps 3 and 4.**
- **To delete a one-touch key, follow steps 5 and 6.**
- **When you have finished editing or deleting, touch the EXIT key.**

3 Touch the key corresponding to the information you wish to change (change the information in the same way as you stored the information on page 6-3).

```
DIRECT ADDRESS / AMEND/DELETE         DELETE   EXIT
No.001
✓ FAX
NAME      SHARP CORPORATION       INITIAL  S
INDEX     USER 3      FAX No.   0666211221/3456/987654
KEY NAME  SHARP CORPORATION   MODE   33.6 kbps/NON
```

4 Make sure that your changes are correct, and then touch the EXIT key.

```
DELETE        EXIT



INITIAL    S
```
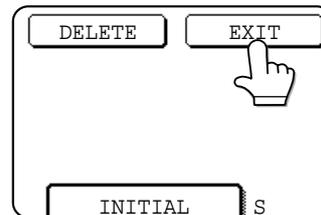
If you wish to change another one-touch key, repeat steps 2 through 4.

5 Touch the DELETE key.

```
DELETE        EXIT



INITIAL    S
```

6 Touch the YES key.

```
DELETE THE ADDRESS?
SHARP CORPORATION
                    NO      YES
HARP CORPORATION        MOD    33
```
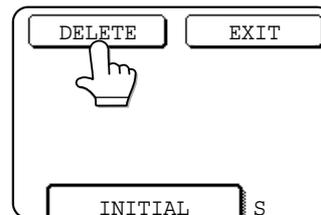
If you wish to delete another one-touch key, repeat steps 2, 5, and 6.

NOTE

If you cannot edit or delete a one-touch key

If you attempt to edit or delete a one-touch key in the following situations, a warning message will appear and editing/deletion will not be possible.

- The one-touch key you wish to edit or delete is currently being used for transmission or is used in a currently stored transmission job (including a timer transmission).
- The one-touch key is included in a group key.
- The one-touch key is included in a group of end receiving machines for an F-code relay broadcast operation.
- The one-touch key is included in a program.

If the key is being used for a current transmission or currently stored transmission, cancel the transmission or wait until it is completed and then change or delete the key. If the key is included in one of the above groups, delete the key from the group and then change or delete the key.

PROGRAMMING A GROUP KEY

Up to 300 destinations can be stored in a group key. To program a group key, follow steps 1 through 4 on page 6-2 and then perform the following procedure.

NOTE
Only one-touch key destinations can be stored in a group key. If you wish to store a destination that is not programmed in a one-touch key, first program the destination in a one-touch key and then store it in the group key.

1 Follow steps 1 through 7 of "Storing one-touch dial keys" (page 6-3) to enter a GROUP NAME, INITIAL, and INDEX.

2 Touch the ADDRESS key.
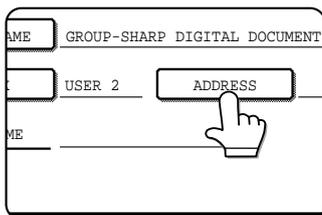
3 Touch index keys and the ⬆ ⬇ keys as needed, and then touch one-touch keys of the destinations that you wish to store in the group.
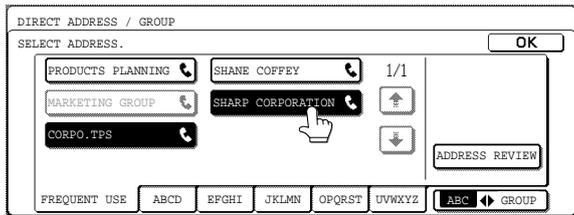
One-touch keys that have been touched are highlighted. If you touch the wrong key, simply touch it again to cancel the highlighting and remove the destination from the group.

NOTE
One group key cannot be stored in another group key. Group keys appear grayed out and cannot be touched.

4 To check the destinations that you have stored in the group, touch the ADDRESS REVIEW key.
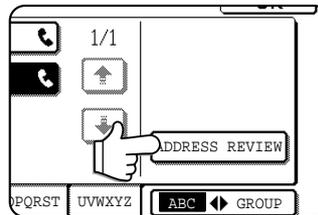
A list of your selected destinations is displayed. You can delete a displayed destination by touching it. When a message appears asking if you want to delete the destination, touch the YES key.

5 Touch the outer OK key.
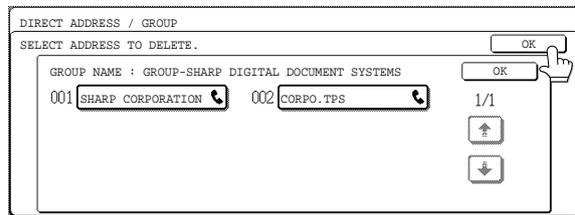
The number of destinations in the group appears to the right of the ADDRESS key.

6 Check the name of the key (refer to step 13 on page 6-4).
The characters appearing next to the KEY NAME key will be displayed in the group key. To change these characters, touch the KEY NAME key. This step is not necessary if you do not wish to change the characters. The procedure for entering characters is explained on page 6-15.

7 Touch the EXIT key when you have finished programming the group key.
If you wish to program another group key, touch the NEXT key.
When you touch the EXIT key, you will return to the screen of step 4 on page 6-2.

EDITING AND DELETING GROUP KEYS

If you need to delete a group key or change its name or a one of its stored destinations in a group key, first follow steps 1 through 3 on page 6-2, and then perform the following procedure.

1 Touch the AMEND/DELETE key.

```
                AMEND/DELETE
```

2 Touch the group key you wish to edit or delete.

```
DIRECT ADDRESS / AMEND/DELETE           EXIT
SELECT ADDRESS TO AMEND/DELETE.
 SHARP CORPORATION     CORPO.TPS       1/2    ▶ PROGRAM
 SHARP GROUP           SHARP DIGITAL DOCU
 SLA SCANNER TEAM      CLIFF QUIROGA
 DANIEL ERNY           CHARLER WATTS
FREQUENT USE  ABCD  EFGHI  JKLMN  OPQRST  UVWXYZ   ABC ◀▶ GROUP
```

- **To edit a group key, follow steps 3 and 4.**

- **To delete a group key, follow steps 5 and 6.**

- **When you have finished editing or deleting, touch the EXIT key.**

3 Touch the key of the item you wish to change (to edit the item, follow the same steps as for one-touch keys on page 6-3).

```
DIRECT ADDRESS / AMEND/DELETE       NEXT    EXIT
No. 002
 GROUP NAME   SHARP GROUP            INITIAL    S
   INDEX    USER 2    ADDRESS    2 ADDRESSES
  KEY NAME   SHARP GROUP
```

To edit a destination stored in a group key, touch the ADDRESS key. The following screen appears.

```
DIRECT ADDRESS / AMEND/DELETE
SELECT ADDRESS.                              OK
 PRODUCTS PLANNING     SHANE COFFEY     1/1
 MARKETING GROUP       SHARP CORPORATION
 CORPO.TPS                                   ADDRESS REVIEW
FREQUENT USE  ABCD  EFGHI  JKLMN  OPQRST  UVWXYZ   ABC ◀▶ GROUP
```

The one-touch keys stored in the group are highlighted. To add another one-touch key to the group, touch the key to highlight it.
To delete a one-touch key from the group, touch the key so that it is no longer highlighted.

4 Make sure the edited information is correct, and then touch the EXIT key.

```
  DELETE      EXIT
  
   INITIAL    S
```

If you wish to change another group key, repeat steps 2 through 4.

5 Touch the DELETE key.

```
  DELETE      EXIT
  
   INITIAL    S
```

6 Touch the YES key.

```
DELETE THE ADDRESS?
 SHARP GROUP
              NO    YES
```

If you wish to delete another group key, repeat steps 2, 5, and 6.

6
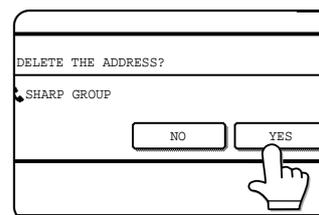
NOTE

If you cannot edit or delete a group key

If you attempt to edit or delete a group key in the following situations, a warning message will appear and editing/deletion will not be possible.

- The one-touch key you wish to change or delete is currently being used for transmission or is used in a currently stored transmission job (including a timer transmission).
- The group key is included in the end receiving machines for an F-code relay broadcast operation.
- The group key is included in a program.

If the key is being used for a current transmission or currently stored transmission, cancel the transmission or wait until it is completed and then edit or delete the key. If the key is included in a program or in the end receiving machines for an F-code relay broadcast operation, delete the key from the program or operation and then edit or delete the key.

STORING A PROGRAM

You can store a destination fax number, polling or dual page scan selections, and resolution and exposure settings in a program. This enables you to call up the program and perform the transmission by means of a simplified operation. To store a program, first follow steps 1 through 4 on page 6-2 and then perform the following operation.

NOTE
A timer setting (page 3-4) cannot be included in a program.

1 Touch the PROGRAM NAME key.

```
PROGRAM
  No.1
 ┌──────────────┐
 │ PROGRAM NAME │
 └──────────────┘      ▪ADDRESS      :
    TTINGS            ▪RESOLUTION    :
                      ▪SPECIAL       :
```
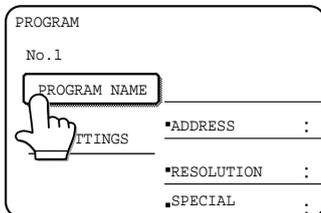
The "No." that automatically appears is the lowest number from 1 to 8 that has not yet been programmed. When the PROGRAM NAME key is touched, the letter-entry screen appears. Enter up to 18 characters for the name.

Refer to page 6-15 for the procedure for entering letters.

2 Touch the SETTINGS key.

```
No.1
┌──────────────┐
│ PROGRAM NAME │  PROGRAM FOR SHARP
└──────────────┘
┌──────────────┐  ▪ADDRESS      :
│   SETTINGS   │
└──────────────┘  ▪RESOLUTION   :

                  ▪SPECIAL       :
                   MODES
```
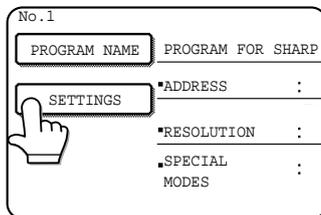
3 Touch the keys for the settings you wish to store.

```
┌────────────────────────────────────────────────┐
│ ✆ ENTER PROGRAM YOU REQUIRE.  ┌────────┐ ┌────┐ │
│                               │ CANCEL │ │ OK │ │
│                               └────────┘ └────┘ │
│ ┌──────────────┐                    ┌─────────┐ │
│ │ SPECIAL MODES│                    │ ADDRESS │ │
│ └──────────────┘                    │DIRECTORY│ │
│ ┌──────────────┐                    └─────────┘ │
│ │   STANDARD   │                    ┌─────────┐ │
│ │  RESOLUTION  │                    │ ADDRESS │ │
│ └──────────────┘                    │ REVIEW  │ │
│                                     └─────────┘ │
└────────────────────────────────────────────────┘
```
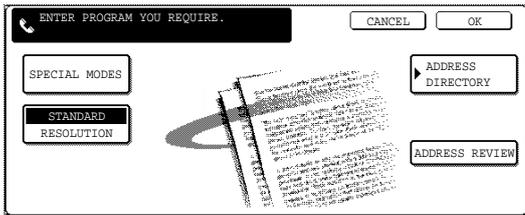
For the detailed procedures for each of the settings, refer to the explanations of those features on the following pages.
Special mode: • Polling (page 3-6)
• Dual page scanning (page 3-10) • Exposure (page 1-10)
Resolution (page 1-9) Address Directory (page 3-3)

NOTE
You can store up to 300 destinations in a program; however, you cannot directly enter fax numbers with the numeric keys. A destination must be programmed in an auto dial key (one-touch key or group key) before it can be stored in a program.

4 Touch the OK key.

5 Your settings are displayed. Make sure they are correct.

```
┌──────────────────────────────────────────────────────────┐
│ PROGRAM                              ┌──────┐ ┌──────┐    │
│                                      │ NEXT │ │ EXIT │    │
│                                      └──────┘ └──────┘    │
│  No.1  │REGISTRATION IS COMPLETED.│                       │
│ ┌──────────────┐                                          │
│ │ PROGRAM NAME │  PROGRAM FOR SHARP                       │
│ └──────────────┘                                          │
│ ┌──────────────┐  ▪ADDRESS    :2 ADDRESSES                │
│ │   SETTINGS   │             HALF TONE          DARK      │
│ └──────────────┘  ▪RESOLUTION ;SUPER FINE ▪EXPOSURE ;ORIGINAL │
│                   ▪SPECIAL    .DUAL PAGE                   │
│                    MODES      ˙SCAN                        │
└──────────────────────────────────────────────────────────┘
```
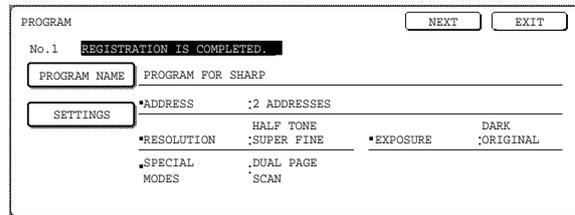
6 When you are finished, touch the EXIT key. If you wish to store another program, touch the NEXT key.

Touching the EXIT key returns you to the screen of step 4 on page 6-2.

EDITING AND DELETING PROGRAMS

If you need to edit or delete a previously stored program, perform steps 1 through 4 on page 6-2, touch the AMEND/DELETE key, and then perform the following steps:

1 Touch the PROGRAM key.

```
┌──────────────────────────────────┐
│                           EXIT    │
│ ┌──┐                              │
│ │✆ │  1/2   ┌──────────────┐      │
│ └──┘        │ ▶ PROGRAM    │      │
│ ┌──┐ ┌──┐   └──────────────┘      │
│ │✆ │ │ ⬆ │                        │
│ └──┘ └──┘                         │
│ ┌──┐ ┌──┐                         │
│ │✆ │ │ ⬇ │                        │
│ └──┘ └──┘                         │
│ ┌──┐                              │
│ │✆ │                              │
│ └──┘                              │
└──────────────────────────────────┘
```
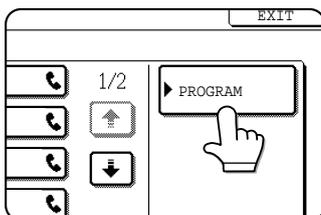
2 Touch the program you wish to edit or delete.

```
┌──────────────────────────────────────────────────┐
│ DIRECT ADDRESS / AMEND/DELETE        ┌──────┐     │
│                                      │ EXIT │     │
│ SELECT PROGRAM TO AMEND/DELETE.      └──────┘     │
│ ┌──────────────────────────────┐ ┌─────────┐      │
│ │ PROGRAM                      │ │ ADDRESS │      │
│ │ ┌────────────────┐ ┌───────────┐│DIRECTORY│    │
│ │ │PROGRAM FOR SHARP│ │EMAIL NEWS GROUP ✆│      │
│ │ └────────────────┘ └───────────┘└─────────┘     │
│ │ ┌────────────────┐                              │
│ │ │ABYS FAX FORMAT A│                             │
│ │ └────────────────┘                              │
│ └──────────────────────────────┘                  │
└──────────────────────────────────────────────────┘
```
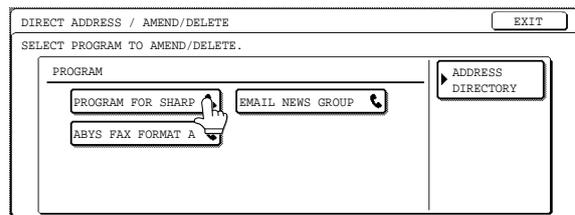
When you touch the program name, the edit/delete screen for the selected program appears.
Touching the ADDRESS DIRECTORY key returns you to the screen of step 1.

3 To edit the program, follow the same procedure as for storing the program.
To delete the program, touch the DELETE key and then touch the YES key in the confirmation screen that appears.

STORING A GROUP INDEX

Auto dial keys (one-touch keys and group keys) are normally stored in the ABC index. To make auto dial keys more convenient to use, you can store a group of auto dial keys in a group index and assign a name to that index. When you switch to the group indexes, USER 1, USER 2, USER 3, USER 4, USER 5, and USER 6 appear. You can assign any name up to 6 characters long to each of the USER indexes.

The procedure for storing auto dial numbers in a group index is explained on page 6-3, and the procedure for switching between the ABC index and the group indexes is explained on page 1-5.

1 Press the CUSTOM SETTINGS key, and then touch the ADDRESS CONTROL key (refer to steps 1 and 2 on page 6-2).

2 Touch the CUSTOM INDEX key.

```
┌──────────────────────────────────┐
│                                  │
│   ┌──────────────────────────┐   │
│   │  DIRECT ADDRESS / PROGRAM │   │
│   └──────────────────────────┘   │
│   ┌──────────────────────────┐   │
│   │      CUSTOM INDEX        │   │
│   └──────────────────────────┘   │
│                                  │
└──────────────────────────────────┘
```
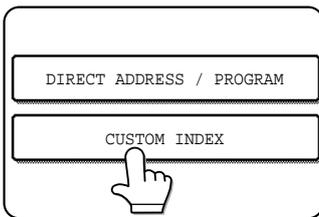
3 Touch an index key (USER 1 to USER 6).
You can enter a name for the selected index.

```
┌────────────────────────────────────────────────┐
│ CUSTOM SETTINGS                                │
│ CUSTOM INDEX                          [  OK  ] │
│ SELECT THE KEY TO BE CUSTOM NAMED.             │
│                                                │
│ [USER 1] [USER 2] [USER 3] [USER 4] [USER 5] [USER 6] │
│                                                │
└────────────────────────────────────────────────┘
```
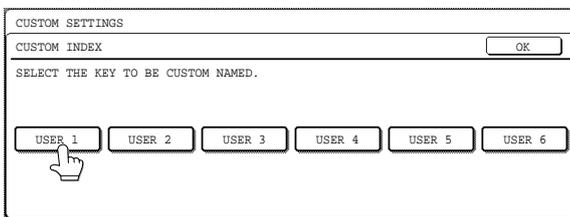
When touched, the letter entry screen appears.

4 Enter a maximum of 6 characters for the index name.
Use the ⬅ key to clear the displayed name and then enter the desired name. Refer to page 6-15 for the procedure for entering characters.
When finished, touch the OK key. The new name appears in the screen of step 3.

5 If you wish to program another index name, repeat steps 3 and 4.
When finished, touch the OK key.
To change a user index name, re-enter the name as explained in step 4.

PROGRAMMING, EDITING, AND DELETING F-CODE MEMORY BOXES

The procedure for programming a memory box for F-code transmission is explained here. There are three types of F-code memory boxes: F-code polling memory (page 4-4), F-code confidential transmission (page 4-6), and F-code relay broadcast (page 4-8). Memory boxes are programmed, edited, and deleted as follows.

PROGRAMMING AN F-CODE MEMORY BOX

A box name, sub-address/passcode, and function must be programmed in a memory box.

> **NOTES**
> - When programming a new memory box, a sub-address that is being used for another box cannot be used. The passcode, however, can be the same as a passcode used in another box.
> - A passcode can be omitted.
> - Up to 100 F-code memory boxes can be programmed. If 100 F-code memory boxes have already been programmed, a warning message will appear and you will not be able to program a new box. First delete an unneeded F-code memory box (page 6-13) and then program the new box.

1 **Press the CUSTOM SETTINGS key and then touch the ADDRESS CONTROL key (refer to steps 1 and 2 on page 6-2).**

2 **Touch the F-CODE MEMORY BOX key.**
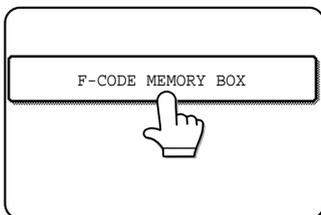
F-CODE MEMORY BOX

3 **Touch one of the memory box keys (POLLING MEMORY, CONFIDENTIAL, or RELAY BROADCAST) on the top line (STORE).**

CUSTOM SETTINGS
F-CODE MEMORY BOX   OK

STORE   POLLING MEMORY   CONFIDENTIAL   RELAY BROADCAST

AMEND/DELETE POLLING MEMORY CONFIDENTIAL   RELAY BROADCAST
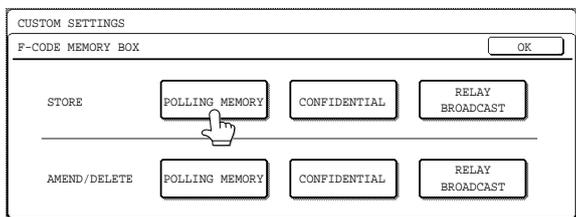
(POLLING MEMORY is touched in the example here.)
The F-code memory box programming screen appears.

4 **Touch the BOX NAME key.**

F-CODE MEMORY BOX / POLLING MEMORY
No.001
BOX NAME
SUB ADDRESS
POLLING TIMES
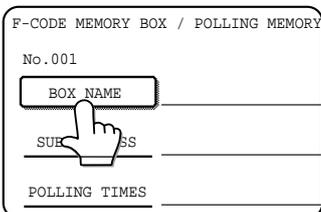
The "No." that automatically appears is the lowest number from 001 to 100 that has not yet been programmed. When the BOX NAME key is touched, the letter-entry screen appears. Enter up to 18 characters for the name.
Refer to page 6-15 for the procedure for entering letters.

5 **Touch the SUB ADDRESS key.**

F-CODE MEMORY BOX / POLLING MEMORY
No.001
BOX NAME   FAX INFORMATION
SUB ADDRESS
POLLING TIMES
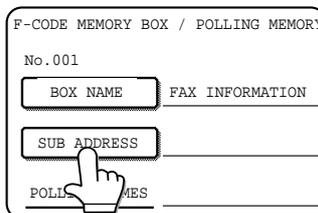
The sub-address/passcode entry screen appears.

6 **Use the numeric keys (0 through 9) to enter a sub-address (max. 20 digits).**

F-CODE MEMORY BOX / POLLING MEMORY   NEXT   EXIT
No.001
SUB ADDRESS / PASS CODE   CANCEL   OK
ENTER THE SUB ADDRESS / PASS CODE VIA THE 10-KEY PAD, THEN PARESS [OK].
📞: 214341434
PASS CODE
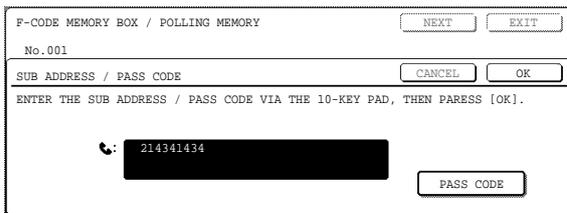
The characters "✳" and "#" cannot be used in a sub-address.
If you enter an incorrect digit, press the C key and re-enter the correct digit.
If you do not wish to enter a passcode, proceed to step 9.

7 **To set a passcode, touch the PASS CODE key.**

CANCEL   OK
THE 10-KEY PAD, THEN PRESS [OK].
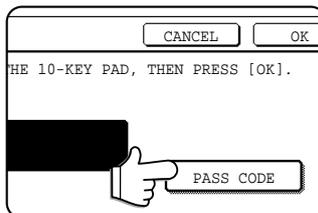
PASS CODE

A slash (/) appears after the sub-address.
If you make a mistake, press the C key to clear the mistake.

8 **Use the numeric keys to enter a passcode (max. 20 digits).**

```
F-CODE MEMORY BOX / POLLING MEMORY        NEXT    EXIT
  No.001
SUB ADDRESS / PASS CODE                  CANCEL    OK
ENTER THE SUB ADDRESS / PASS CODE VIA THE 10-KEY PAD, THEN PRESS [OK].

            ☎:  214341434/351212

                                              PASS CODE
```
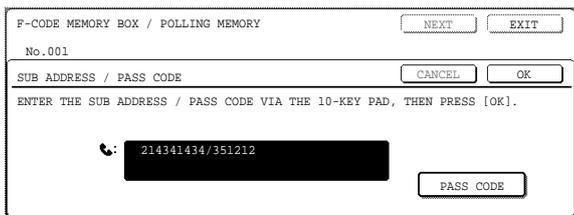
In addition to numbers, the characters "✳" and "#" can be used in a passcode.

If you make a mistake, press the C key to clear the mistake.

9 **Touch the OK key.**

```
            CANCEL      OK
10-KEY PAD, THEN PRESS [OK].



                        PASS CODE
```
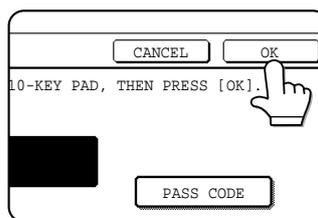
You will return to the memory box programming screen. The entered sub-address and passcode are displayed. REGISTRATION IS COMPLETED appears to the right of the box number.

Continue programming the settings that are particular to each type of memory box. Refer to the following pages:

- **F-code polling memory (this page)**
- **F-code confidential transmission (next page)**
- **F-code relay broadcast transmission (page 6-13)**

SETTING FOR F-CODE POLLING MEMORY BOXES (NUMBER OF TRANSMISSIONS)

You can select whether to have document data that was scanned into an F-code polling memory box automatically cleared after one transmission, or to leave the document data in the box and allow an unlimited number of transmissions when polled. (The initial setting is "ONCE". Change the setting as needed.)

1 **Touch the POLLING TIMES key.**

```
  BOX NAME   | FAX INFORMATION

  SUB ADDRESS | 214341434/351212

  POLLING TIMES | ONCE
```
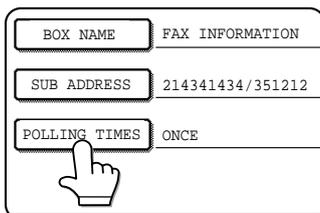
2 **Touch the key for the desired number of transmissions.**

If you wish to leave the document data in the box, touch the UNLIMITED key to highlight it.

```
F-CODE MEMORY BOX / POLLING MEMORY        NEXT    EXIT
  No.001
POLLONG TIMES                                      OK

                      ONCE

                    UNLIMITED
```
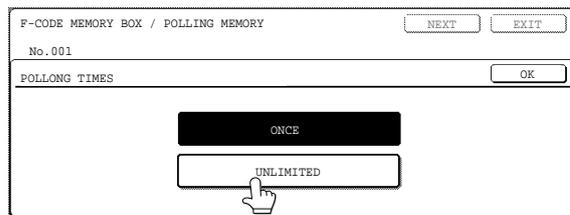
3 **Touch the OK key.**

You will return to the programming screen for the F-code polling memory box. The selected number of transmissions appears.

6

SETTING FOR F-CODE CONFIDENTIAL TRANSMISSION MEMORY BOXES (PRINT PIN.)

Program the print PIN. (Personal Identification Number) that is used to print a document that has been received to an F-code confidential memory box. For information on using a print PIN., refer to page 4-7.

NOTES
• Program a 4-digit number for the print PIN.. The characters "✳" and "#" cannot be used.
• The print PIN. can be omitted.
• Take care not to forget the print PIN. you have programmed. If you forget the passcode, consult your Sharp dealer.

1 **Touch the PRINT PIN key.**

```
┌──────────────────────────────────┐
│ ┌─────────────┐                    │
│ │ BOX NAME    │  FAX INFORMATION   │
│ └─────────────┘                    │
│ ┌─────────────┐                    │
│ │ SUB ADDRESS │  55112233/481221   │
│ └─────────────┘                    │
│ ┌─────────────┐                    │
│ │ PRINT PIN   │                    │
│ └─────────────┘                    │
│       ╱╱╲                          │
└──────────────────────────────────┘
```
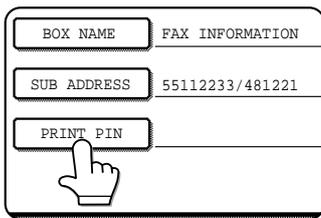
2 **Use the numeric keys to enter a 4-digit number.**

```
┌──────────────────────────────────────────────────┐
│ F-CODE MEMORY BOX / CONFIDENTIAL  [ NEXT ] [ EXIT ]│
│  No.003                                            │
│ PRINT PIN                         [CANCEL] [  OK  ] │
│ ENTER THE PRINT PIN VIA THE 10-KEY PAD, THEN PRESS [OK]. │
│                                                    │
│                    ▐ 3456 ▌                        │
│                                                    │
└──────────────────────────────────────────────────┘
```
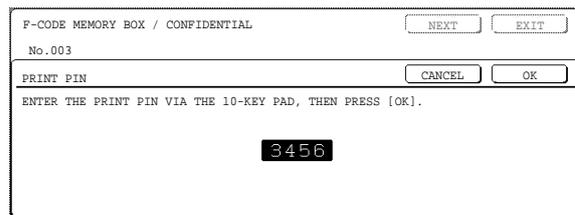
If you make a mistake, press the C key. All digits will be cleared, so you will need to re-enter the number from the first digit.
To cancel entry of the print PIN., touch the CANCEL key. You will return to the screen of step 1 without programming a print PIN..

3 **Touch the OK key.**
You will return to the programming screen for the F-code confidential transmission memory box. The print PIN. you entered is displayed.

SETTING FOR F-CODE RELAY BROADCAST MEMORY BOXES (END RECEIVING MACHINES)

Program the end receiving machines to which document data received in the F-code relay broadcast memory box will be transmitted when your machine is a relay machine.

NOTES
- Up to 30 end receiving machines (30 one-touch keys or group keys) can be programmed. If you attempt to program more than this number, a message will appear and programming will not be possible.
- Only destinations that have been programmed in auto dial keys (one-touch keys or group keys) can be selected. If you need to include a destination that has not been programmed in an auto dial key, first program it in a one-touch key (page 6-3) and then program the destination as an end receiving machine.

1 Touch the RECIPIENT key.

BOX NAME	FAX INFORMATION
SUB ADDRESS	123456/987654
RECIPIENT	
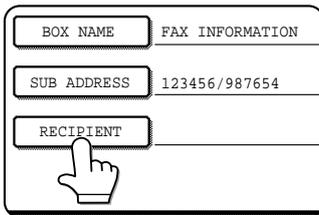
The address selection screen appears.

2 Touch the one-touch keys you wish to include as end receiving machines, touching indexes and the ⬆ ⬇ keys as needed.

F-CODE MEMORY BOX / RELAY BROADCAST
SELECT ADDRESS.   OK
PRODUCTS PLANNING   SHANE COFFEY   1/1
MARKETING GROUP   CLIFF QUIROGA   ⬆
DANIEL ERNY   ⬇
                                      ADDRESS REVIEW
FREQUENT USE ABCD EFGHI JKLMN OPQRST UVWXYZ ABC ◆ GROUP
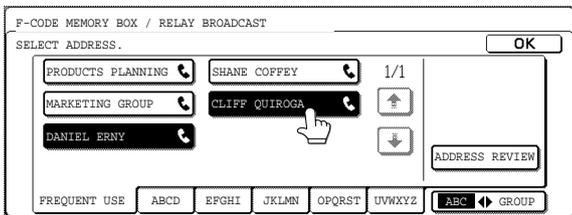
The selected one-touch keys are highlighted and programmed as end receiving machines. If you touch an incorrect key, touch the key again to remove the highlighting and delete the destination.

3 To check the destinations that have been selected as end receiving machines, touch the ADDRESS REVIEW key.

1/1
⬆
⬇
                ADDRESS REVIEW
OPQRST UVWXYZ ABC ◆ GROUP
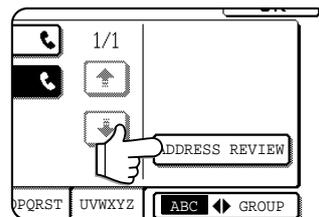
The destinations selected as end receiving machines are displayed.
You can delete a destination by touching it. When the confirmation message appears, touch the YES key to delete the destination.

4 Touch the outer OK key.

OK
OK
     1/1
     ⬆
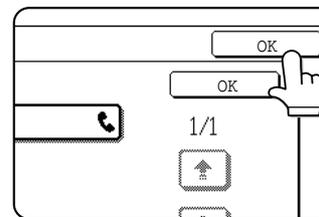
You will return to the programming screen for the F-code relay broadcast memory box. The number of selected end receiving machines appears.

EDITING AND DELETING A MEMORY BOX

1 Press the CUSTOM SETTINGS key and then touch the ADDRESS CONTROL key (refer to steps 1 and 2 on page 6-2).

2 Touch the F-CODE MEMORY BOX key.

3 Touch a memory box key (POLLING MEMORY, CONFIDENTIAL, or RELAY BROADCAST) on the bottom line (AMEND/DELETE).

4 Touch the memory box key that you wish to edit or delete.

MEMORY BOX / AMEND/DELETE   EXIT
SELECT MEMORY BOX TO AMEND/DELETE.
POLLING MEMORY
     REPORT   FAX INFORMATION   1/1
                                        ⬆
                                        ⬇
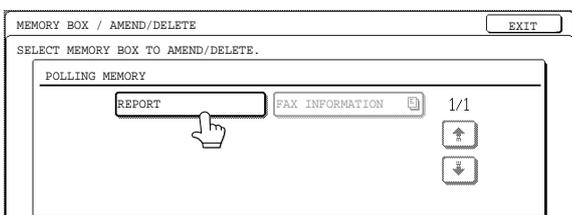
The memory box edit/delete screen appears.
A "📄" mark indicates that data has been stored.
A memory box cannot be edited or deleted when data is stored in the box.

5 Touch the keys as needed to edit or delete the information.

F-CODE MEMORY BOX / POLLING MEMORY   DELETE   EXIT
No.005
BOX NAME   REPORT
SUB ADDRESS   22233311/351212
POLLING TIMES UNLIMITED
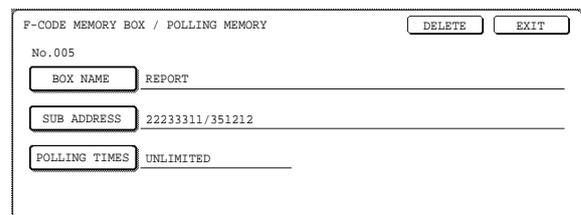
- Edit a memory box in the same way as you programmed it.
- To delete a memory box, touch the DELETE key at the upper right of the screen (a message will appear asking you to confirm the deletion).
- The print PIN. must be entered to edit or delete a confidential memory box.
- A memory box cannot be edited or cleared while it is being used for transmission.

6

6-13

PRINTING PROGRAMMED INFORMATION

You can print out lists of the one-touch keys, group keys, programs, and memory boxes that have been stored in the machine.

1 Press the CUSTOM SETTINGS key.

CUSTOM SETTINGS

JOB STATUS

2 Touch the LIST PRINT key.

LIST PRINT

RECEIVE MODE
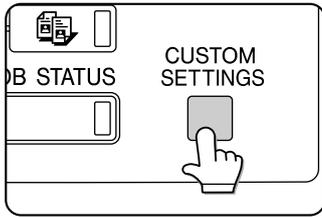
3 Touch the SENDING ADDRESS LIST key.

ALL CUSTOM SETTING LIST

PRINTER TEST PAGE

SENDING ADDRESS LIST
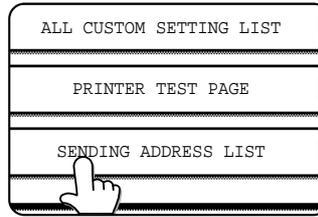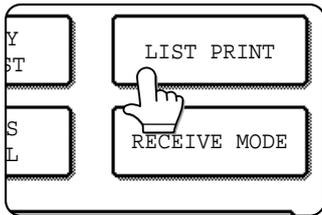
4 Touch the key of the list you wish to print.

INDIVIDUAL LIST | GROUP LIST | PROGRAM LIST

MEMORY BOX LIST
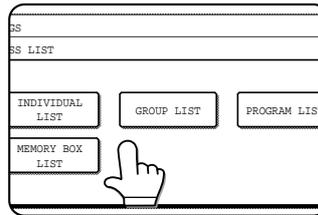
PROCESSING PRINT DATA appears in the message display and printing begins.
To cancel printing, touch the CANCEL key.

NOTES
• The list is printed before other print jobs are printed.
• If you attempt to print a list when no data exists, a warning message will appear.

ENTERING CHARACTERS

To enter or edit characters in setting screens such as auto dial key programming screens, follow the steps below. Characters that can be entered are alphabetical characters, special characters, numbers, and symbols.

■ Entering alphabetical characters

(Example: Sharp äÄ)

1 Touch the S key.

Characters cannot be entered beyond the "◀" mark.
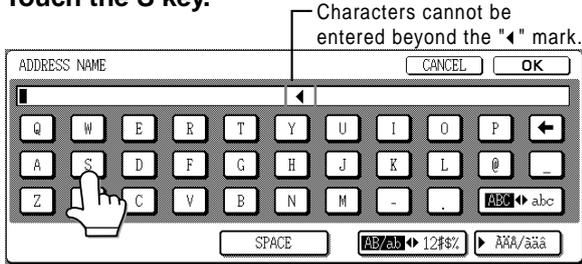
To switch between upper case and lower case, touch the ABC ◆ abc key. When ABC is highlighted, upper case letters are entered.

2 Touch the ABC ◆ abc key.
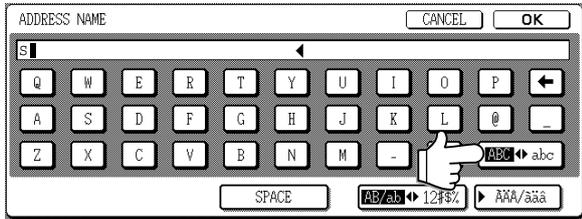
3 Touch the "h" key, "a" key, "r" key, and "p" key.
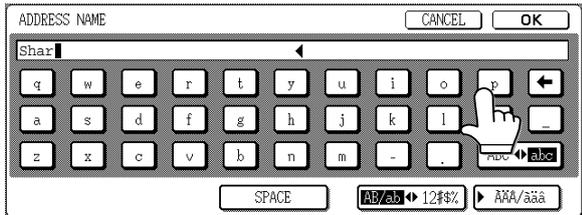
If you make a mistake, touch the ← key to move the cursor (▮) back one space and then enter the correct character. You can also press the AB/ab ◆ 12#$% key during entry to enter a number or symbol.

4 Touch the SPACE key.
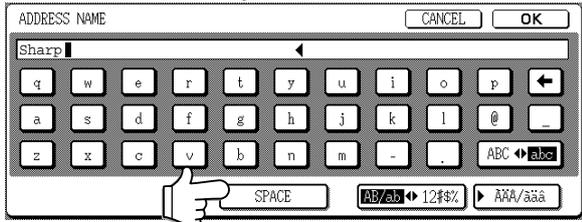
The cursor (▮) moves forward and a space is entered.

**5** Touch the ▶ ÃÄÂ/ãäâ key.
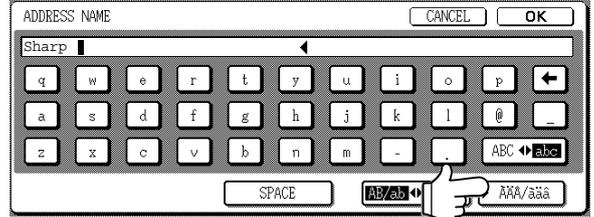
6 Touch the "ä" key.
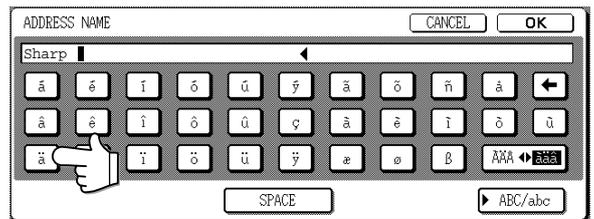
To switch between upper case and lower case, touch the ÃÄÂ ◆ ãäâ key. When ãäâ is highlighted, lower case letters are entered.

7 Touch the ÃÄÂ ◆ ãäâ key.
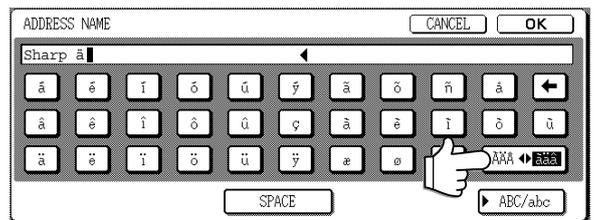
8 Touch the "Ä" key.
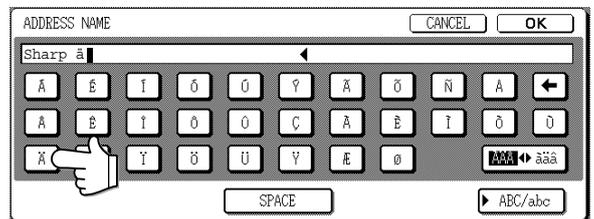
You can press the ABC/abc key during entry to return to alphabetical character entry. You can also enter numbers and symbols.

9 When finished, touch the OK key.
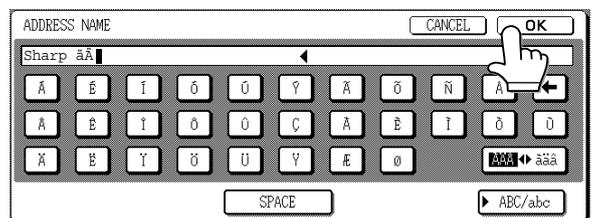
You will exit the character entry screen and return to the programming screen. If you touch the CANCEL key, you will return to the programming screen without storing the entered characters.

6

6-15

■ Entering numbers and symbols

1 **Touch the AB/ab ◆▶ 12#$% key.**
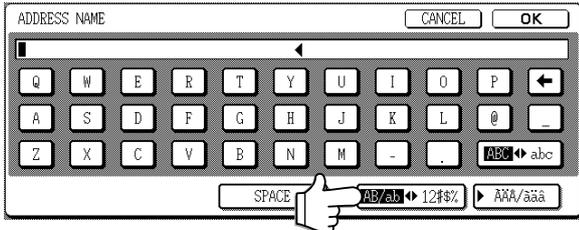
When the characters "12#$%" are highlighted, number/symbol entry mode is selected.

2 **Enter the desired number or symbol.**
Numbers and symbols that can be entered are as follows:
Screen 1/2
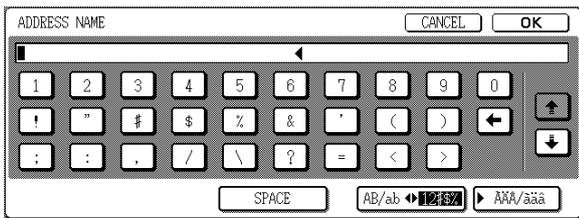
Screen 2/2
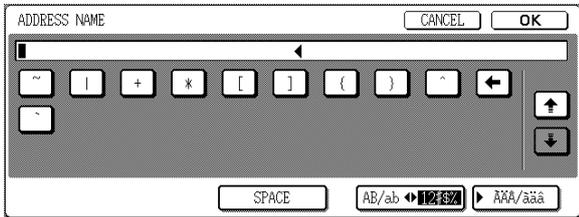
* Change screens by touching the [↑] key or [↓] key displayed in the screen. If you make a mistake, touch the [←] key to move the cursor (■) back one space and then enter the correct character.
You can continue touching keys to enter characters. You can also touch another character type selection key (▶ÃÄÂ/ãäâ key or AB/ab ◆▶ 12#$% key) to enter characters other than numbers and symbols.

3 **When you have finished entering characters, touch the OK key.**
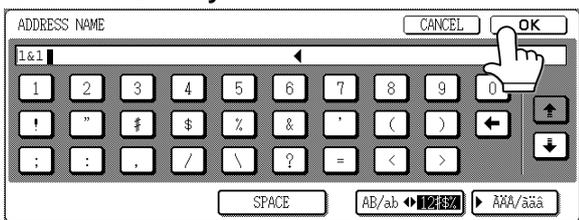
You will exit the character entry screen and return to the programming screen. If you touch the CANCEL key, you will return to the programming screen without storing the entered characters.

NOTE
If you are going to use the Web page to edit or delete the stored name at a later time, do not use the characters ", <, or >. These characters cannot be displayed in the Web page.

6-16
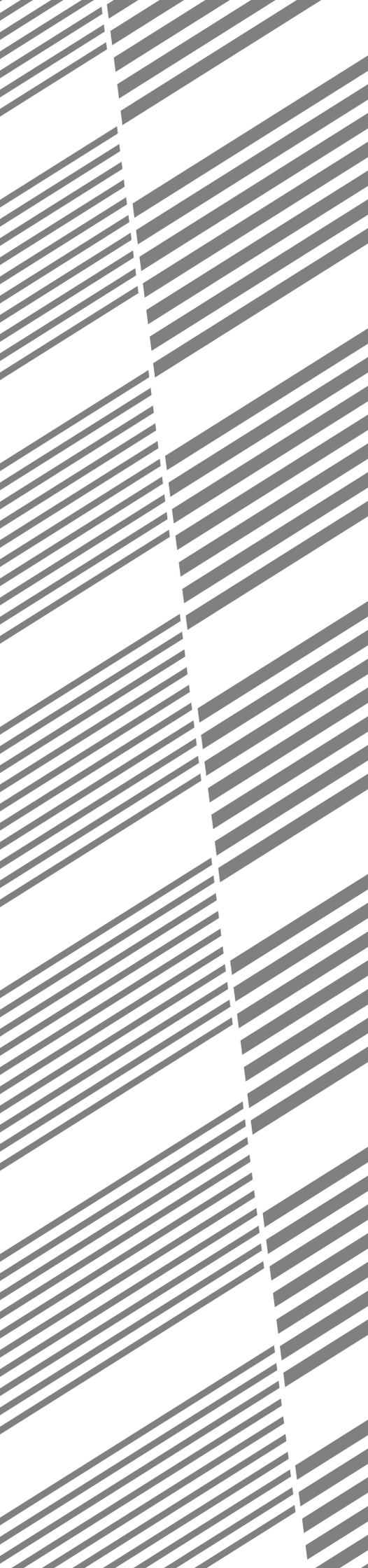
CHAPTER 7

TROUBLESHOOTING

This chapter contains information to help you make efficient use of the fax features of the machine, including solutions to common problems.

WHEN A TRANSACTION REPORT IS PRINTED

The machine has been set to automatically print a Transaction Report when a transmission is not successful or when the Broadcast transmission function is used. The Transaction Report informs you of the result of the operation. When the machine prints a Transaction Report, be sure to check the contents.

The initial settings (factory settings) for printing Transaction Reports are indicated by shading [   ] below. You can use the key operator program to change the settings (page 8-5).

- Single sending: Print out all report / Print out error report only / No printed report
- Receiving: Print out all report / Print out error report only / No printed report
- Broadcasting: Print out all report / Print out error report only / No printed report
- Confidential reception: Print out notice page / Not print out notice page

The Transaction Report shows the date of transmission, the time transmission began, the other party's name, the duration of the operation, the number of pages, and the result.

> **NOTES**
> - The list count appears in the "#" column of the Transaction Report and a serial number appears in the FILE column. (These numbers are not related to the transaction.)
> - When a transmission error occurs, a portion of the original document is printed along with the Transaction Report. You can set the machine to not print the original using the key operator program (page 8-5).

■ Information appearing in the TYPE/NOTE column

Information such as the type of transmission and type of error appears in the TYPE/NOTE column of the Transaction Report. The following notes may appear.

Note	Explanation
OK	The transaction was completed normally.
G3	Communication took place in G3 mode.
ECM	Communication took place in G3 ECM mode.
SG3	Communication took place in Super G3 mode.
FW.	The received data was forwarded.
NO RESPONSE	No response from the receiving party.
BUSY	Transmission was not possible because the other party was already using the line.
CANCEL	A transmission was canceled while in progress, or a stored transmission job was canceled.
P. FAIL	A power failure occurred during the transaction.
MEMORY OVER	The memory became full during quick on-line transmission.
MEM. FULL	The memory became full during reception.
LENGTH OVER	The transmitted document was over 59" long and therefore could not be received.
ORIGINAL ERROR	Manual transmission was not successful because a jam occurred.
PASS# NG	The connection was broken because the polling passcode was not correct.
NO RX POLL	The machine that was polled does not have a polling function.
RX POLL FAIL	The other machine refused the polling operation, or your machine broke the connection when polled because no data was in memory.
NO F-CODE POLL	The other machine refused an F-code polling operation, or your machine broke the connection when polled because no data was in its F-code memory polling box.
RX POLL# NG	Your machine broke the connection because the other machine specified an F-code polling sub-address that does not exist in your machine.
F PASS# NG	Your machine broke the connection because the other machine sent an incorrect passcode for F-code polling.
BOX NO. NG	Your machine broke the connection because the specified sub-address for an F-code memory box does not exist.
F POLL PASS# NG	Your machine broke the connection because an incorrect passcode was sent for an F-code transmission.
RX NO F-CODE POLL	F-code polling was attempted, however, the other machine did not have an F-code polling memory box.
NO F FUNC	F-code transmission was attempted, however, the other machine does not support F-code communication.
NO F-CODE	An F-code transmission was refused by the other machine because of an incorrect sub-address or other reason.
M. BOX: [xxxxxx] ••••••	Data was received to a confidential or relay broadcast memory box, or data was sent from a memory polling box. The name of the memory box appears in [xxxxxx], and the type of F-code operation (relay request reception, polling memory transmission, or confidential reception) appears in ••••••.
FAIL xx(xxxx)	The communication handshake signals or image signals were distorted due to line conditions or other reasons, and communication was not successful. First two digits of communication error number: Error code from 00 to 31 appears. Last four digits of communication error number: Codes for use by service technicians.

VIEWING THE COMMUNICATION ACTIVITY REPORT

Your machine keeps a record of the most recent 50 transactions (both transmissions and receptions) that were performed. The record includes the date of the transaction, the other party's name, the duration, and result. You can have the report automatically printed when the number of transactions exceeds 50, or at a specified time. This allows you to check the machine's activity at regular intervals.

The machine is initially set (factory setting) to not print the report. To have the report printed, change the setting with the key operator program (page 8-5).

NOTES
- After printing, the data is cleared from memory, so the report cannot be printed a second time.
- Refer to the table in "When a Transaction Report is printed" on the previous page for the notes that appear in the TYPE/NOTE column.

WHEN AN ALARM SOUNDS AND A WARNING MESSAGE IS DISPLAYED

Alarms and display messages alert you to the condition of the machine during operation. If one of the following messages appears, respond as indicated in the table.

| Message screen (Alarm)	Meaning of message	Action	Page
OPEN TRAY x AND ADD xxxxxxxx PAPER.	Printing cannot take place because the machine is out of suitable paper.	Add the indicated paper.	Printer manual, 1-16
CHANGE THE TONER CARTRIDGE.	The machine is out of toner and the received document cannot be printed.	Replace the toner cartridge.	Printer manual, 1-25
PLEASE RETURN xx ORIGINALS TO THE DOCUMENT TRAY, THEN PRESS [START].	The original jammed in the scanner unit while being scanned.	Reload the indicated original.	1-7
THE MEMORY BECOMES FULL. SEND SCANNED DATA? OR CANCEL THE JOB?	The memory became full while the original was being scanned.	Send only the pages that were already scanned, or cancel the entire transmission.	2-4
THE LINE WAS BUSY. FAX TRANSMISSION WAS SUSPENDED.	The other party's line is busy.	Try the transmission again.	2-4
POLLING IS NOT POSSIBLE WITH THE AVAILABLE MEMORY.	Polling is not possible because there is not enough space in memory.	Try polling again after currently stored jobs are completed.	-
POLLING IS AVAILABLE ONLY FOR FAX.	The party you attempted to poll was not a fax machine.	Check to make sure the number you are dialing is a fax number.	1-5
THE FOLLOW DATA COULD NOT BE SENT. PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.	The transmission did not end normally due to a communication error and a Transaction Report was printed.	Check the contents of the Transaction Report and then try the transmission again.	7-2
TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS. PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.	The transmission did not end normally due to a communication error and a Transaction Report was printed.	Check the contents of the Transaction Report and then try the transmission again.	7-2
MANUAL RECEIVE IS DISABLED DUE TO OUT OF MEMORY.	Manual reception was not possible because there was not enough free space in memory.	Try manual reception again after currently stored jobs have been completed.	-
CLOSE THE xxxx COVER. CLOSE THE DOCUMENT FEEDER. CLOSE THE LOWER RIGHT SIDE COVER.	The indicated cover is open.	Close the indicated cover.	-
CALL FOR SERVICE. CODE:xx-xx FAX FUNCTION TROUBLE.	The self-diagnosis function has activated and automatically stopped operation. An error code appears in xx-xx.	Turn off the power and then turn it back on. If the same message still appears, contact your dealer.	7-3 and 7-4

* Printer manual : "Operation manual (for printer operation and general information)"

PROBLEMS AND SOLUTIONS

If the fax features do not operate normally, please check the following.

Problem	Check	Solution	Page
The machine does not operate.	Is the fax power switch turned on?	Turn on the fax power switch.	0-1
Dialing is not possible.	Is the correct dial mode set for your line?	Check your line and set the correct dial mode.	8-4
	Is the telephone line properly connected?	Check the connections.	Printer manual,0-7
	Is the main switch turned on?	Turn the main switch on.	Printer manual,1-4
	Is the machine in fax mode?	Press the IMAGE SEND key to set the machine to fax mode.	1-3, 2-2
Transmission is not possible.	Does the receiving fax machine have paper?	Check with the operator of the receiving machine.	-
	Does the receiving machine support G3 transmission?		
	Are the sub-address and passcode correct?		
	Is the receiving machine ready to receive?		
	Is the original within the range of transmittable documents?	Check the transmittable sizes.	1-8
The transmitted image prints out blank at the receiving side.	Was the original placed so that the correct side is scanned?	Make sure the original is placed so that the correct side is scanned.	1-7
	If the receiving machine is using thermal paper, was the thermal paper loaded with the wrong side out?	Check with the operator of the other machine.	-
The transmitted image is distorted.	Were line conditions poor due to thunder or another reason?	Try the transmission again.	-
	Were the resolution and exposure settings suitable?	Check the resolution and exposure settings.	1-9 and 1-10
Transmission does not take place at the specified time.	Is the machine's clock set to the correct time?	Set the clock to the correct time.	Printer manual, 3-15
Printing does not take place after reception.	Does a message appear in the display instructing you to add toner or paper? (Printing is not possible.)	Restore printing capability as instructed by the display message. Printing will begin.	7-3
A received image prints out blank.	Was the wrong side of the original scanned in the transmitting machine?	Check with the operator of the transmitting machine.	-
The received image is faint.	Is the original faint?	Ask the other party to re-send the document using a suitable exposure setting.	-
The received image is distorted.	Were line conditions poor due to thunder or another reason?	Ask the other party to send the document again.	-
White or black lines appear in the transmitted image.	Is the document glass or the scanner in the scanning unit dirty?	Clean the document glass or the scanner in the scanning unit.	Printer manual, 4-12
Telephone — A dial tone is not heard through the speaker.	Is the volume set to "low"?	Set the speaker volume to "medium" or "high".	8-5
A ringing sound is not made.	Has the ringer volume been turned off?	Set the ringer volume to "low", "medium", or "high".	8-5

* Printer manual : "Operation manual (for printer operation and general information)"
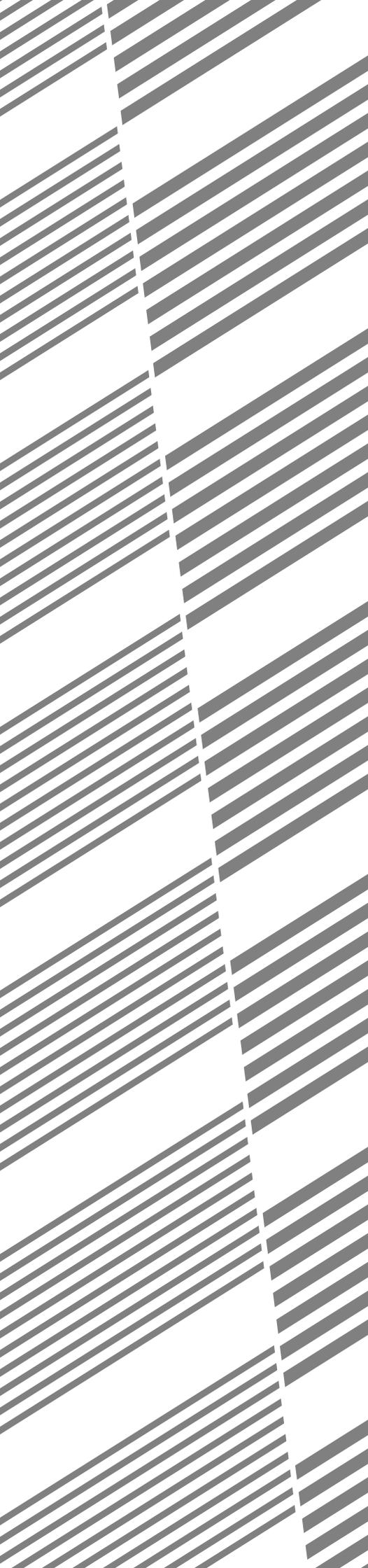
CHAPTER 8

KEY OPERATOR PROGRAMS

This chapter explains the key operator programs used by key operators. Key operators should read this chapter well to ensure correct use of the programs.

KEY OPERATOR PROGRAMS

This section explains the key operator programs for the fax features of the machine. For key operator programs that are related to the printer and copy functions of the machine, refer to the KEY OPERATOR'S GUIDE and "Operation manual (for copier)".

NOTES
- You may not be able to use all of the programs in the key operator program list. Programs that you can use will depend on what peripheral devices are installed on the machine.
- Settings established with the key operator programs can be verified by printing them out (page 8-10).

KEY OPERATOR PROGRAM LIST

USING THE KEY OPERATOR PROGRAMS

To use a key operator program, follow the procedure on page 6 of KEY OPERATOR'S GUIDE. (Please carefully read "Supplementary explanation of key operation for key operator programs" on the same page.) For explanations of each setting, refer to the following pages.

SETTING PROGRAMS

The setting programs for the fax feature of the machine are explained here. Explanations of the setting programs used for the copy feature, setting programs used for the network scanner feature, and setting programs that are related to the printer feature can be found in the copy, network scanner, and printer manuals.

Operation settings

The following operation settings are available:
- ●Default display setting
- ●The number of direct address keys displayed setting
- ●Must input next address key at broadcast setting
- ●Initial resolution setting
- ●Default verification stamp

Default display setting

You can select the initial display that appears when you press the IMAGE SEND key to change to fax mode or when you press the CA key in fax mode. Normally the initial display is set to the condition setting screen (page 1-4).

The following three selections are available:

- • Condition setting screen
- • Address directory (ABC)
- • Address directory (Group)

When an address directory (ABC or Group) is selected, the selected index of that address directory (page 1-5) is set as the initial screen.

The number of direct address keys displayed setting

The number of one-touch keys displayed in each address directory screen can be changed from 8 (the normal setting) to 6 or 12.
Touch 6, 8, or 12 to select the desired number.

> **NOTE**
> For the key name that appears in each one-touch key, a maximum of 18 characters can appear when the number of one-touch keys displayed is set to 6 or 8. A maximum of 10 characters can appear when the number of one-touch keys displayed is set to 12.

Must input next address key at broadcast setting

You can select whether the NEXT ADDRESS key must be pressed before entering the next destination when performing a broadcast transmission (page 3-2). Normally the machine is set so that touching the NEXT ADDRESS key can be omitted except when the numeric keys are used to enter one full fax number after another full fax number.

Example: Normal setting (factory setting)

XXXX (NEXT ADDRESS) (One-touch) (NEXT ADDRESS) (One-touch)
Dial
        ↑   ↑
    Can be omitted   Can be omitted

XXXX (NEXT ADDRESS) XXXX
Dial   ↑   Dial
   Cannot be omitted.

If the box is checked, it will no longer be possible to omit the NEXT ADDRESS key as shown in the above example. Even if the next destination to be entered is a one-touch key, the NEXT ADDRESS key must be touched before the one-touch key can be entered.
If you attempt to enter a subsequent destination without touching the NEXT ADDRESS key, the destination will not be entered.

Initial resolution setting

This setting is used to change the default resolution setting for fax mode from STANDARD to FINE, SUPER FINE, or ULTRA FINE. HALF TONE can also be selected for the latter three resolution settings. STANDARD is normally selected for the initial resolution setting. If you wish to select HALF TONE for the selected resolution setting, touch the HALF TONE key to highlight it.

> **NOTES**
> • HALF TONE cannot be selected for STANDARD resolution.
> • For more information on each of the resolution settings, refer to page 1-9.

Default verification stamp
(Can only be selected if the optional verification stamp unit is installed.)

Select this setting if you wish to always have a verification mark stamped on originals that are scanned using the scanner unit. Normally this setting is not selected.
To select this setting, check the box.

8

8-3

Fax default settings

The default fax settings can be changed as necessary to meet your faxing needs.
The default fax settings are as follows:

- ●Own number and name set
- ●Dial mode setting
- ●Auto wake up print
- ●Pause time setting
- ●Speaker volume setting
- ●Original print on send error report
- ●Remote reception number setting
  (only when extension phone is connected)
- ●Transaction report print select setting
- ●Activity report print select setting
- ●ECM (This setting is only effective if the other machine is a G3 machine that supports ECM)
- ●Distinctive ring detection

Own number and name set

Use this setting to enter the fax number of the machine and the name of the user. The entered name and number are printed at the top of each fax page you send. The number is also used as a passcode when performing polling reception (page 3-5).

You can check your entries by printing out the Sender List. Refer to page 8-10.

1 Touch the NAME key and enter the name.
The name entry screen appears.
Up to 20 characters can be entered for the name. Refer to page 6-15 for the procedure for entering characters.

2 Touch the FAX No. key and enter the fax number.
Enter up to 20 digits for the number using the numeric keys.
To enter a "+", press the "✱" key.
To enter a space, press the SPACE key.
If you make a mistake, press the C key and re-enter the correct digit.

3 Touch the OK key.
You will return to the OWN NUMBER AND NAME SET screen. The number you entered appears. Make sure it is correct.

Dial mode setting

(Setting your line type)

Select the appropriate setting for your line type. "Tone" is normally selected.
It is also possible to have the machine automatically select the line type. Make sure that the telephone line is connected to the machine, and then press the AUTO SELECT key at the lower right. The machine will automatically select "Tone" for a tone dial line, or "Pulse" for a pulse dial line.

Auto wake up print

Use this setting to select how the machine responds if a fax is received when the main switch is turned off (the fax switch is turned on).
Auto wake up print is normally turned on, which means that the machine automatically activates and prints the received fax. If you turn off this setting, received faxes will not be printed until the main switch is turned on.

Pause time setting

This setting is used to select the duration of pauses that are inserted in destination fax numbers. Normally the setting is 2 seconds, which means that each time the PAUSE key is touched when dialing or storing a fax number, a pause of 2 seconds is inserted. You can select any number of seconds from 1 to 15.

Speaker volume setting

This setting lets you adjust the volume of the dial tone heard through the speaker, the ringer, and the line monitor. These are normally set to medium.

```
KEY OPERATOR PROGRAMS
SPEAKER VOLUME SETTING                              OK

SPEAKER          [🔊]  [🔊]  [🔊]

RINGER VOLUME    [☎]  [☎]  [☎]  [☎]

LINE MONITOR     [🔊]  [🔊]  [🔊]  [🔊]
```

Volume: Volume: Volume: Off
Low   Medium   High
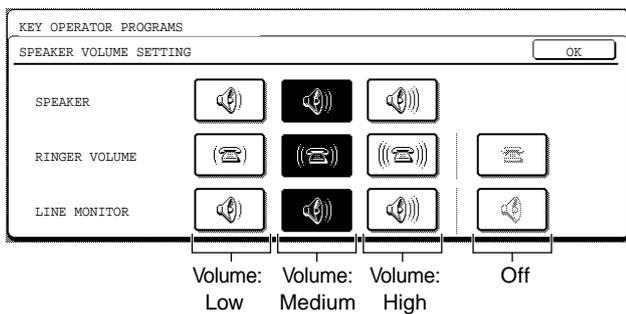
To change the volume, touch the desired volume key.

Original print on send error report

This setting is used to select whether a portion of the first page of the original is included on the Transaction Report that is printed after a memory transmission error occurs. The machine is normally set to include a portion of the original.

Remote reception number setting
(only when extension phone is connected)

Fax reception can be activated from an extension phone connected to the machine by entering a 1-digit number and pressing "✱" twice on the phone's keypad. This number is called the remote reception number, and you can set it to any number from "0" to "9". The number is normally set to "5".

Transaction report print select setting

This setting is used to select the conditions for printing out Transaction Reports. Conditions can be selected for normal transmissions, broadcast transmissions, receptions, and confidential receptions.

SINGLE SENDING	BROADCASTING
PRINT OUT ALL REPORT	PRINT OUT ALL REPORT
PRINT OUT ERROR REPORT ONLY	PRINT OUT ERROR REPORT ONLY
NO PRINTED REPORT	NO PRINTED REPORT

Touch the ▼ key to display the next two settings. Select the print conditions for receptions and confidential receptions

RECEIVING	CONFIDENTIAL RECEPTION
PRINT OUT ALL REPORT	PRINT OUT NOTICE PAGE
PRINT OUT ERROR REPORT ONLY	NOT PRINT OUT NOTICE PAGE
NO PRINTED REPORT	

The normal settings are indicated by shading ▭ above.

Activity report print select setting

You can select whether to have the activity report automatically printed out after 50 transactions (both transmissions and receptions) have been recorded, or specify a time that the report is to be automatically printed out (once a day only). Both settings can be selected if desired.

The machine is initially set to not print the report. To have the report automatically printed every 50 transactions, check the AUTO PRINT AT MEMORY FULL box. To have the report automatically printed at a specified time, check the PRINT DAILY AT DESIGNATED TIME box and then select the time with the HOUR and MINUTE keys that appear.

```
KEY OPERATOR PROGRAMS
ACTIVITY REPORT PRINT SELECT SETTING                OK

☑ AUTO PRINT AT MEMORY FULL

                                   HOUR    MINUTE
☑ PRINT DAILY AT DESIGNATED TIME    13      01 👆

                                   [▼]  [▲]
```
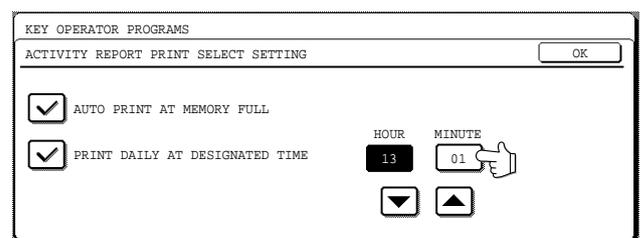
Touch the HOUR key and then set the hour by touching the ▼ and ▲ keys. Set the minute in the same way. When finished, touch the OK key.

NOTES
- If you only select the PRINT DAILY AT DESIGNATED TIME setting and the number of recorded transactions exceeds 50 before the specified time, each new transaction will delete the oldest transaction (the oldest transaction will not be printed).
- The activity report can also be printed out on demand (page 8-10).

ECM
(This setting is only effective if the other machine is a G3 machine that supports ECM)

Line conditions can sometimes distort a transmitted fax image. When ECM (Error Correction Mode) is turned on, pages that are distorted are automatically re-transmitted. This setting is initially turned on. If turned off, distorted images will be transmitted without being corrected.

NOTE
If the other machine supports Super G3, ECM will function regardless of the setting.

8

Distinctive ring detection

If multiple telephone numbers have been assigned to your telephone line, the number called can be identified by its ringing pattern. By using one number for voice calls and another number for faxes, you can tell which type of call you are receiving by the ringing pattern. You can set your machine to automatically receive faxes when your fax number is called by setting the pattern that corresponds to your fax number. Six selections are available. Normally OFF is selected.

Fax send settings

The fax transmission settings allow you to adjust certain parameters for sending faxes to better suit your needs. The fax send settings are as follows:

- ●Auto reduction sending setting
- ●Rotation sending setting
- ●Printing page number at receiver
- ●Call timer at memory sending
- ●Date/own number print position setting
- ●Recall in case of line busy
- ●Recall in case of communication error
- ●Times of recall setting in case of line busy
- ●Interval of recall setting
- ●Quick on line sending

Auto reduction sending setting

This setting lets you select whether to have a transmitted document reduced to match the size of the other machine's printing paper. Auto reduction is normally turned on. If the setting is turned off, documents are sent in their original size. Because the size is not adjusted to match the size of the printing paper, part of the received document may be cut off.

Rotation sending setting

When transmitting a document, this setting allows you to rotate a vertically oriented 8-1/2"x11" document to a horizontal orientation (8-1/2"x11"R), or rotate a 5-1/2"x8-1/2R" document to 5-1/2"x8-1/2". The setting is normally turned on, and documents are rotated counterclockwise. (8-1/2"x11"R documents are not rotated.)

```
KEY OPERATOR PROGRAMS
ROTATION SENDING SETTING                                   OK

                    ORIGINAL          SENDING
                    SET               DIRECTION

            ✓     8½X11      ➜     8½X11R

            ✓     5½X8½R     ➜     5½X8½
```
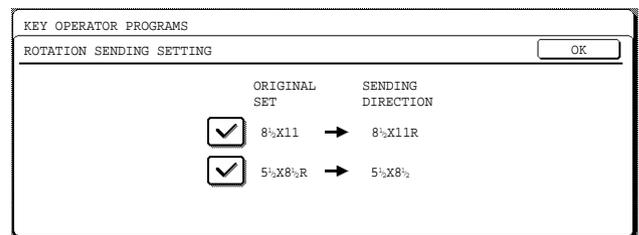
Rotation settings can be separately established for different document sizes. To turn off a rotation setting, touch the checkbox of the appropriate setting to remove the checkmark.

Printing page number at receiver

This setting lets you select whether page numbers are printed at the top of fax pages by the receiving machine. The normal setting is to have page numbers printed.

Call timer at memory sending

When sending a fax by automatic transmission, this setting lets you select the amount of time that the machine waits before breaking the connection when the other machine does not respond to your machine's calling tone. If the other machine does not respond within this set time, your machine will automatically break the connection. Time selections are 30 seconds, 45 seconds, and 60 seconds. This setting is normally set to 45 seconds.

Date/own number print position setting

This setting lets you select the position (inside or outside the original image) of the sender's name and number that are printed at the top of each fax page you send. Normally OUTSIDE THE ORIGINAL IMAGE is selected. To have your name and number printed inside the original image, select INSIDE THE ORIGINAL IMAGE. For more detailed information on the position of each setting, refer to page 3-9.

Recall in case of line busy

When sending a document, this setting is used to select whether your machine will automatically re-attempt the call when the other machine fails to answer or the line is busy. Normally your machine is set to re-attempt the call, and you can set the number of attempts and the interval between attempts with the "times of recall setting in case of line busy" and "interval of recall" settings below.

> **NOTE**
> Even if this setting is turned on, your machine will not re-attempt the call when a document is sent by manual transmission.

Recall in case of communication error

When sending a document, this setting is used to select whether your machine will re-attempt the call if the transmission fails due to a line error. Normally your machine is set to not automatically re-attempt the call. To set the machine to automatically re-attempt the call, touch the box so a checkmark appears, and then adjust the "interval of recall" setting below. Note that only one re-attempt is made (the number of re-attempts cannot be selected).

> **NOTE**
> Even if this setting is turned on, your machine will not re-attempt the call when a document is sent by manual transmission.

Times of recall setting in case of line busy

If you have set the machine to re-attempt a call when a fax transmission is not successful due to the line being busy, this setting lets you select the number of times the machine re-attempts the call. You can select any number from 1 to 14. Normally the number is set to "2".

Interval of recall setting

If you have set the machine to re-attempt a call when a fax transmission is not successful due to the line being busy or a communication error, this setting lets you select the interval at which the machine re-attempts the call (the attempt is stored as a transmission job). You can select any number of minutes from 1 to 15. Normally the number of minutes is set to "3".

Quick on line sending

When this setting is turned on, the machine will call the other machine and start transmitting the document as soon as the first page is scanned. Transmission therefore takes place at the same time as any further pages are being scanned. Normally this setting is turned on.

If you turn the setting off, transmission will not begin until all pages of the document have been scanned. Note that this setting does not apply to manual transmission.

8

Fax receive settings

The fax reception settings allow you to adjust certain parameters for receiving faxes to better suit your needs. Settings that can be adjusted depend on the peripheral devices installed.
The fax receive settings are as follows:

●Auto receive reduce setting
●Number of calls in auto reception
●Duplex reception setting
  (only when the duplex module is installed)
●Print style setting
●Set the telephone number for data forwarding
●Fax separator page
●Output tray setting

Auto receive reduce setting

When you receive a fax that includes the sender's name and number, the received image is slightly larger than the standard size. This setting lets you select whether to have the received image automatically reduced before printing to fit the standard size. Normally automatic reduction is turned on.

NOTE

If you turn automatic reduction off, the overall printed image may be larger than the original and in some cases must be split onto two pages. However, the printed image of the original itself will be the same size as the original, and thus clearer.

Number of calls in auto reception

This setting is used to select the number of rings on which the machine automatically receives a call and begins fax reception when the reception mode is set to auto. You can select a number of rings from 0 to 15. Normally "2" is selected.

NOTE

If you select "0" for the number of rings, the machine will immediately answer and begin fax reception without ringing in auto reception mode.
However, do not select "0" when an extension phone is connected to the machine.

Duplex reception setting
(only when the duplex module is installed)

When the duplex module is installed, you can use this setting to select whether received documents are printed on both sides of the paper. Normally this setting is turned off. If turned on, received documents will be printed on both sides of the paper whenever the received document consists of two or more pages of the same paper size.

Print style setting

This setting determines the selection condition for paper when printing received documents. Select one of the three conditions below. AUTO SIZE SELECT is normally selected.

• PRINT ACTUAL SIZE CUT OFF DISABLED
Each received image is printed at actual size without splitting the image onto multiple sheets of paper. If there is no paper available that is the same size as the image or greater, the entire document is temporarily stored in memory.

• PRINT ACTUAL SIZE CUT OFF ENABLED
Each received image is printed at actual size. If necessary, the image is split onto multiple sheets of paper.

• AUTO SIZE SELECT
Each received image is printed at actual size when possible. When not possible, the image is automatically reduced before printing.

Set the telephone number for data forwarding

When a problem prevents the machine from printing a received fax, the transfer function (page 3-12) can be used to forward the received fax to another fax machine. Use this setting to program the fax number of the destination fax machine. Only one fax number can be programmed (maximum of 64 digits).
If you wish to specify an F-code confidential memory box in the destination machine, touch the SUB ADDRESS key after entering the fax number to enter a slash "/", and then enter the sub-address. Enter a passcode as well if needed.

Fax separator page

This setting is used to have the machine output a blank sheet of paper after printing each received fax. The blank sheet acts as a separator between received faxes, making it easy to distinguish where one fax ends and another begins. This setting is normally turned off.
If you wish to have the machine insert separator sheets between faxes, touch the box to remove the checkmark.

```
┌─────────────────────────────────────────────┐
│ KEY OPERATOR PROGRAMS                        │
│ FAX SEPARATOR PAGE                 ┌──────┐  │
│                                    │  OK  │  │
│                                    └──────┘  │
│   ┌──────────────┐         ┌──────────────┐  │
│   │1. 8½X11   ▣ │ PLAIN   │3. 11X17   ▣ │ PLAIN       │
│   └──────────────┘         └──────────────┘  │
│   ┌──────────────┐         ┌──────────────┐  │
│   │2. 8½X11   ▣ │TRANSPARENCY│4. 5½X8½ ▭│ PLAIN    │
│   └──────────────┘         └──────────────┘  │
│                            ┌──────────────┐  │
│                            │   BYPASS     │ COLOR        │
│                            └──────────────┘  │
│   ☐ DISABLE FAX SEPARATOR PAGE               │
└─────────────────────────────────────────────┘
```
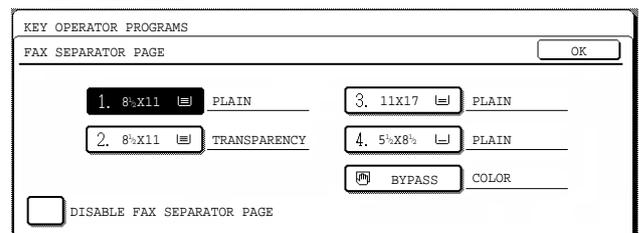
When the setting is turned on, the tray keys can be touched. Select the tray from which you would like the separator paper to be drawn.

Output tray setting

This setting is used to select the output tray for received faxes. The trays that can be selected will vary depending on what peripheral devices have been installed.

Fax polling security

These settings are for using the Public Box for polling memory. Note that they do not apply to F-code polling memory.
The fax polling security are as follows:

- ●Polling security setting
- ●Passcode number setting
- ●Set number of times public box may be polled

Polling security setting

When performing polling memory, this setting is used to select whether any machine will be allowed to poll your machine, or only machines that have been programmed in your machine. Polling security is normally turned on (a checkmark appears in the box). To allow any machine to poll your machine, touch the box to remove the checkmark.

Passcode number setting

When the polling security setting is turned on, use this setting to program (or delete) the fax numbers of the machines that are allowed to poll your machine. Programmed fax numbers are called passcodes. Up to 10 fax numbers can be programmed.

Programming passcode numbers

1 Touch the ENTER key.
The passcode entry screen appears.

2 Touch a blank key (a key in which no number appears).

```
KEY OPERATOR PROGRAMS
PASSCODE NUMBER SETTING
ENTER                              CANCEL      OK

                                                    1/2
                         0743535521
         0666211
```
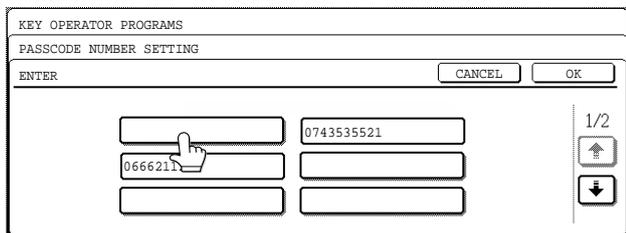
Keys with numbers cannot be touched.
If numbers have been stored in all of the keys, a message will appear and no further numbers can be stored. First delete a number that is no longer needed and then store the new number.

3 Press the numeric keys to store the fax number.
Up to 20 digits can be entered.
To enter a space, touch the SPACE key. To enter a "+", press the "＊" key.
If you make a mistake, press the C key.

4 Touch the OK key.
You will return to the screen of step 2 and the stored fax number will appear. To store another number, repeat steps 2 through 4.

Deleting a passcode

1 Touch the DELETE key.
The passcode delete screen appears.

2 Touch the key of the number you wish to delete.
Touch the YES key in the message that appears to delete the number. If you touch the NO key, you will return to the passcode delete screen without deleting the number.

## Set number of times public box may be polled

This setting is used to select whether the document stored in the Public Box is automatically cleared after one polling transmission (polling memory), or whether the document is left in the Public Box to allow polling an unlimited number of times.
Normally the machine is set to automatically clear the document after transmission (the ONCE key is highlighted), so that polling can only take place once. If you wish to leave the document in the Public Box to allow polling an unlimited number of times, select the UNLIMITED key.

8

PRINTING OUT SETTINGS

Settings established with the key operator programs can be verified by printing them out.

1 **Press the CUSTOM SETTINGS key.**

JOB STATUS
CUSTOM
SETTINGS
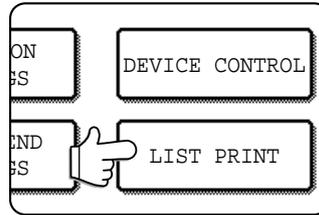
2 **Touch the KEY OPERATOR PROGRAMS key.**

DISPLAY CONTRAST   LIST PRIN
ADDRESS CONTROL   RECEIVE M
KEY OPERATOR PROGRAMS

3 **Touch the LIST PRINT key.**

ON GS   DEVICE CONTROL
ND S   LIST PRINT
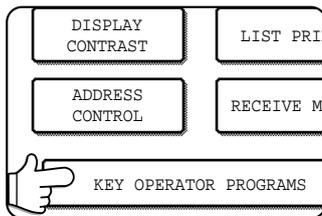
4 **Touch the ALL KEY OPERATOR PROGRAMS LIST key.**

ALL KEY OPERATOR PROGRAMS LIST
SENDER LIST
IMAGE SENDING ACTIVITY REPORT
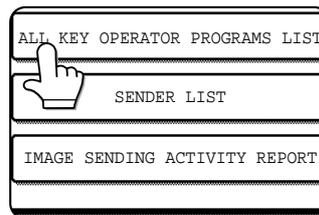
PROCESSING PRINT DATA appears in the message screen and printing begins. To cancel printing, touch the CANCEL key.

NOTES
• The list is printed before other jobs waiting to be printed.

• In the screen of Step 4, you can touch the SENDER LIST key to print the Sender List. This allows you to check the name and fax number you programmed in "Own number and name set" on page 8-4.

• In the screen of Step 4, you can touch the IMAGE SENDING ACTIVITY REPORT key to print an activity report (transmissions and receptions). Print this list when you wish to check the activity record.
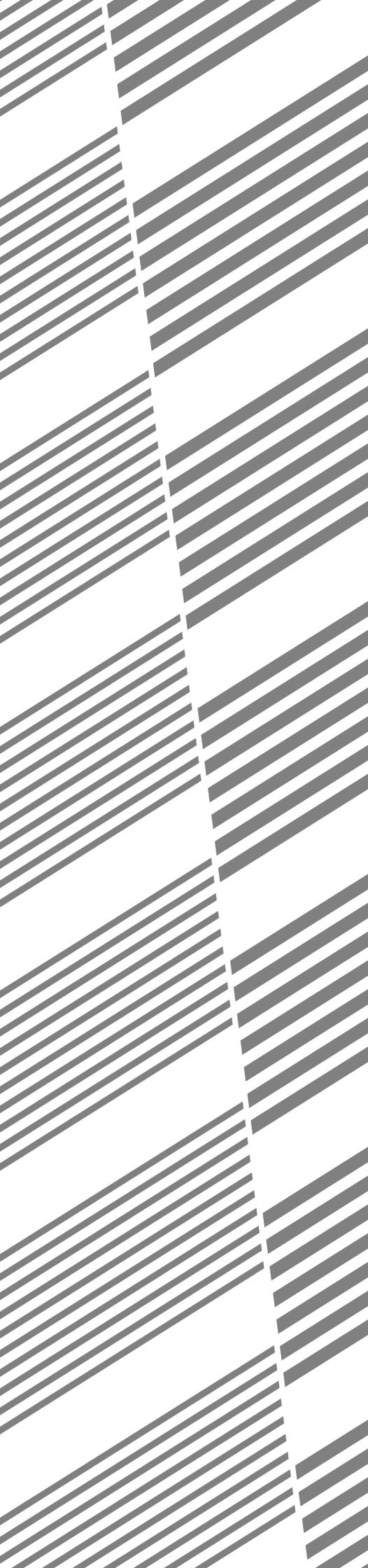
CHAPTER 9

APPENDIX

This chapter contains reference information regarding the fax features of the machine.

SPECIFICATIONS

For information on power requirements, power consumption, dimensions, weight, and other specifications that are common to all features of the machine, refer to page 6-2 of "Operation manual (for printer operation and general information)".
For the specifications of the scanner unit, refer to "Operation manual (for copier)".

Applicable telephone line	Public switched telephone network
Compression method	MH, MR, MMR, JBIG
Transmission modes	Super G3, G3 (the machine can only send faxes to and receive faxes from machines that support G3 or Super G3)
Scanning method	CCD flatbed scanning
Scanning resolution	200 x 100 dpi (Standard)
(Supports ITU-T standards)	200 x 200 dpi (Fine, Fine-Halftone)
	300 x 300 dpi (Super Fine, Super Fine - Halftone)
	400 x 400 dpi (Ultra Fine, Ultra Fine - Halftone)
Printing method	Electrophotographic system (laser)
Transmission speed	33.6 kbps $\rightarrow$ 2.4 kbps Automatic fallback
Transmission time*1	2 seconds (Super G3 mode / 33.6 kbps, JBIG), 6 seconds (G3 ECM mode / 14.4 kbps, MMR)
Paper sizes	11"x17" to 5-1/2"x8-1/2", A3, B4, A4, B5, A5
Effective print width	11" max. (11"x17" printing)
Input document size	11"x17" to 5-1/2"x8-1/2" (5-1/2"x8-1/2": Vertically-oriented feeding); Maximum length: 31-1/2" (using DSPF)
	*Refer to pages 2 - 4 for transmission of 5-1/2"x8-1/2" size documents.
Effective scanning width	11.7" maximum
Halftone transmission	Yes (256 levels)
Contrast adjustment	Automatic (dark and light by manual adjustment)
Extension telephone connection	Possible (1 telephone)
Auto dialing	Combined total of 500 one-touch and group keys, redialing (automatic)
Timer transmission	Yes
Program function	Yes (8 programs)
F-code support	Yes (can transmit and receive SUB/SEP (sub-address) and SID/PWD (passcode) signals)
Automatic document feeding	Yes (50 pages; 8-1/2"x14" or larger sizes: 30 pages)
Image memory	2 MB*2
Error Correction Mode (ECM)	Yes

*1 Transmission speed is for an 8-1/2"x11" document with approximately 700 characters at standard resolution (8x3.85 lines/mm) sent in high speed mode (33.6 kbps (JBIG) or 14.4 kbps (MMR)). This is only the time required to transmit the image information; the time required to send protocol signals is not included. Actual transmission times will vary depending on the contents of the document, the receiving machine type, and telephone line conditions.
*2 Image memory can be expanded by installing the optional fax expansion memory (8 MB).

Some discrepancies may exist in the illustrations and content due to improvements to the machine.

NOTE

NOTE

Operation manual for facsimile

SHARP CORPORATION