

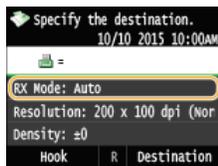
## ■ Setting Up the Machine to Receive Faxes

### 1 Press and tap <Fax>.

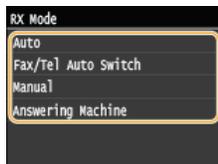


- When the logon screen appears, use the numeric keys to enter the user name and password. Then select the authentication server and press . **Logging on to Authorized Send**

### 2 Tap <RX Mode>.

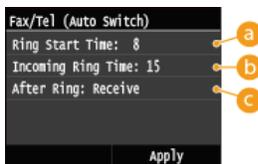


### 3 Select the receiving method.



#### ■ When selecting <Fax/Tel (Auto Switch)>

Specify the following three settings as necessary. When the setting is complete, tap <Apply>.



#### **a** <Ring Start Time>

Enables you to specify the duration during which the machine determines whether an incoming call is a fax or a telephone call. (Setting values: 5 to 30 seconds; default setting: 8 seconds)

#### **b** <Incoming Ring Time>

Enables you to specify the duration during which an incoming call rings for a telephone call. (Setting values: 15 to 300 seconds; default setting: 22 seconds)

#### **c** <After Ring>

Enables you to specify how the machine operates if you do not pick up the handset while an incoming call is ringing. Select <End> to disconnect the call or <Receive> to receive an incoming fax. (Default setting: <Receive>)

#### TIPS

- If you want to print received documents on both sides of paper:  **Print on Both Sides**
- If you want to print information, such as reception date and time, at the bottom of received documents:  **RX Page Footer**
- If you want to continue printing even when the toner cartridge is low:  **Continue Printing When Amount in Cartridge Is Low**