Faxing from the Multi-function Device

Sending over a Fax Line

This section explains how to enter a fax number.
Use the number keys on the right side of the control panel to enter numbers.

1. Make sure that [Fax] is selected.
2. Enter the fax number using the number keys.

If you make a mistake, press the [Clear/Stop] key, and then enter again.

When adding a destination, pressing the transmission type tab switches the transmission type between fax/IP-Fax, Internet Fax, e-mail, and folder.

3. Press the [Start] key.

The machine starts to scan the original and stores it in memory. When scanning ends, the Communicating indicator lights and transmission starts.

**Note**

- To select a destination from the Address Book, see “Using the Address Book to Specify Destinations”.
- You can insert pauses and tones in a fax number. For details, see “Entering a pause” or “Entering a tone”.
Faxing from the Multi-function Device

Entering a pause

This section explains how to enter a pause.

Press [Pause] when dialing or storing a number to insert a pause of about two seconds.

- A pause is shown as a "-" on the display.