EXHIBIT A

(FCC Ref. 2.1033(b)(3))

"Installation and Operating Instructions
Furnished to the User"

TOSHIBA
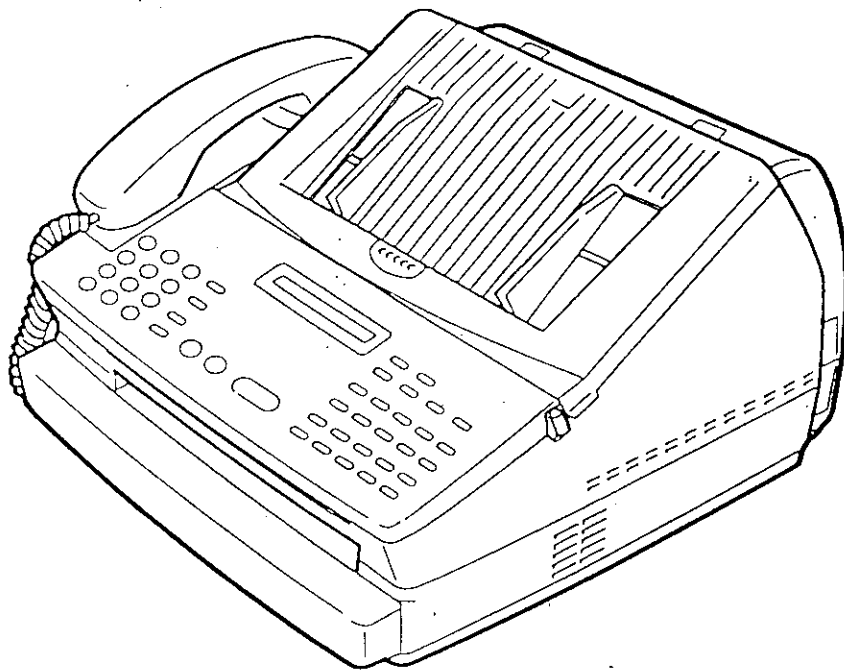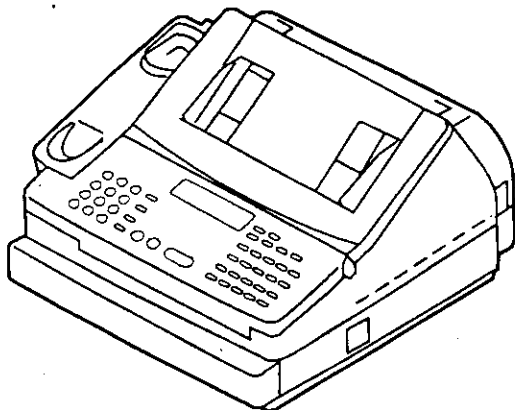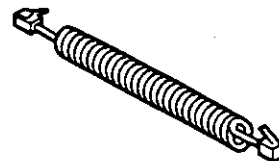
Compact Laser Facsimile

TF610

Operater's Manual

Please confirm the following contents of your machine's shipping carton. (The number indicates the quantity.)
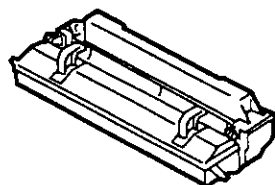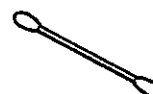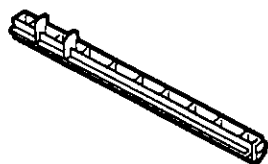
Facsimile Machine: 1

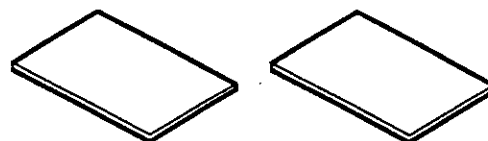Curl Code (for Handset): 1

Tel Line Cable: 1

Process Unit with Toner Cartridge: 1

Cotton Swab: 1

Cleaning Pad: 1

Operator's Manual (Facsimile): 1
Operator's Manual (Printer): 1

Handset: 1

Broadcast Transmissions

Using the built-in memory, the same document can be transmitted to multiple addresses by one operation sequence.

Relay Transmissions

You can ask a remote station to relay your document to groups of end stations. In this way you can save time and telephone charges in sending documents to many groups of remote stations in distant areas.

Mail Box Sending/Receiving

You can send documents to designated boxes in a remote station with a Mail Box function, or can poll such documents sent from others.

Remote Activation

If you have a telephone parallel-connected to the facsimile unit, you can activate and deactivate facsimile receptions through the keypad of the connected telephone set.

Password Polling

Documents set at a remote party can be sent (polled) to your station by an operation started on your facsimile unit.

Delayed Transmissions

You can designate a time to execute a reserved transmission job.

Quality Transmissions

For sending documents to overseas, etc., the transmission speed can be lowered temporarily for ensuring a successful communication. The ordinary transmission speed will be regained on completion of such a transmission.

Distinctive Ringer Detection

You facsimile unit can detect the difference between the ringer pattern for a phone call and that for a facsimile transmission. If it is a facsimile transmission, an automatic facsimile receiving function will be activated.

Do not place the unit in the following environments ...

Do not place this facsimile unit in environments described below.

● Where temperature is excessively high, such as places close to heaters, radiators, direct sunlight, etc.
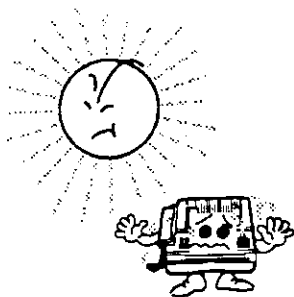
● Where condensation may easily result, i.e., an environment subject to sudden temperature changes, such as places close to an air-conditioner or heater.
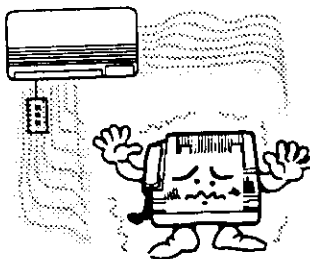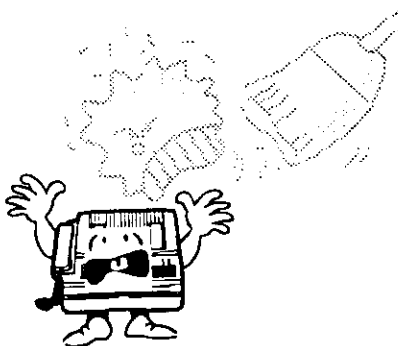
● Where a carpet or table cloth is placed. Placing the unit on such a surface will disturb heat dissipation and may cause a fire.
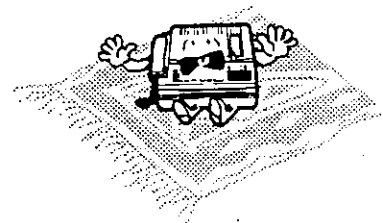
● Where the humidity is too high.
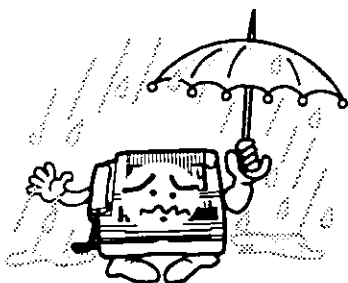
● Where dust, dirt, metal filings, or any hazardous gas exists.

● Near equipment with strong magnetic fields, such as a radio, TV set, audio amplifier, speaker, or other electric appliances.

● Where vibrations frequently occur.
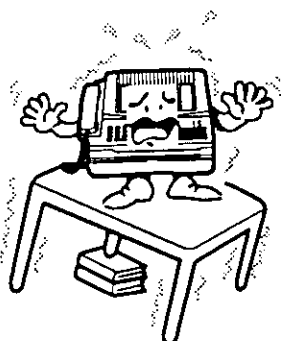
NOTE:
• Provide a space of 4 inches or more between the rear side of the unit and the wall. (Otherwise, air circulation is disturbed causing heat to build up inside the unit.)
• Keep good ventilation when the unit is operating

10cm (4 inches)
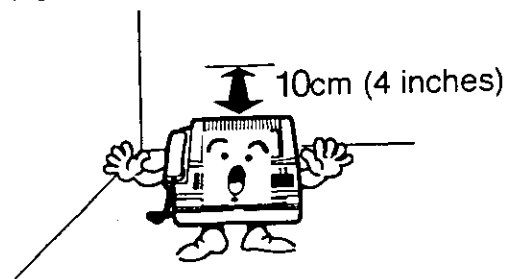
● The operating temperature: 10°C to 35°C (50°F to 95°F).

● The operating humidity: 20% to 85% Relative Humidity.

Other Remarks

Do not disassemble or modify the facsimile unit. This may result in electric shocks or machine trouble.

Keep any fire source away from the facsimile unit. This may cause a fire hazard.

Keep paper clips and staples away from the unit. If metal objects fall in the unit, it may damage the machine.

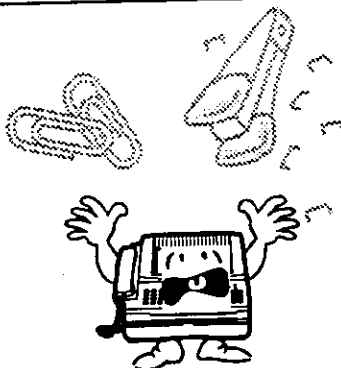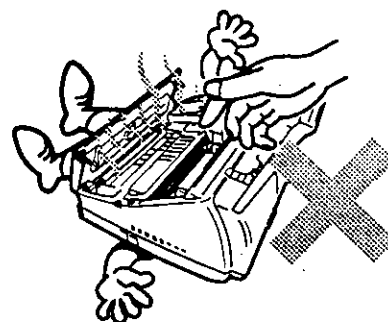Do not open the unit while it is operating. The operation will be stopped and it may cause a malfunction and/ or damage.

Do not drop, hit, or apply excessive shocks to the unit, as this may cause trouble.

When using an international communications network, the communication may not be carried out normally due to line conditions.

Do not use any parts or toner cartridge not designated or recommended. Using such may cause trouble.

If any abnormal conditions occur, such as emitting of smoke or a foul smell, immediately unplug the power cord plug from the wall outlet and contact your local TOSHIBA representative.
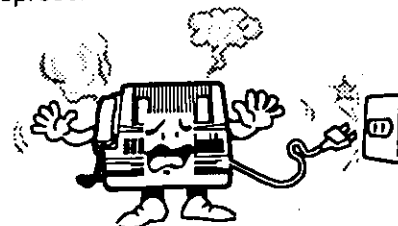
Daily Maintenance

To keep your facsimile unit in the best condition, follow the instructions on page 122 in this manual.

TABLE OF CONTENTS

TABLE OF CONTENTS

1. FACSIMILE PARTS, LOCATIONS, AND FUNCTIONS

Front View

Document Guides
Adjust the guides to the edges of the document to help smooth feeding.

Document Tray
Place document face down on this tray to transmit or copy.

Handset
Used to talk with the remote party or to confirm the signal to indicate that the remote party is ready for a facsimile reception.

Top Cover

Document Exit
The document will come out here.

Recording Paper Cassette
It can be loaded with sheets of recording paper.

Recording Paper Exit
The recording paper will come out here.

Operation Panel
See the next section.

Operation Panel Open Lever
Press this lever to the front to open the Operation Panel.

1. FACSIMILE PARTS, LOCATIONS, AND FUNCTIONS

Operation Panel

LCD Display
Shows current machine conditions. Displays menu items when you use the menu to set operating conditions.

Error Lamp
Is illuminated when a machine error occurs.

ABB/ALPHA Key (Abbreviated Dialing / Alphabet Dialing Key)
Used for Abbreivated Dialing and Alphabet Dialing.

ʾUBLIC/▲ Key
Used to activate hooking, access digit functions, etc.
This key is used to scroll among Alphabet Dialing names with the same initial.
Also used as a display scroll key.

Dial Keypad
Use these 12 keys just like a telephone keypad to dial telephone/facsimile numbers.

✳ and # Keys
Used to move the cursor in setting and programming modes. This key is also used to select the parameters.

REDIAL/PAUSE/▼ Key
Inserts a pause when dialing or programming.
Redials the last number that was dialed.
This key is used to scroll among Alphabet Dialing names with the same initial.
It is further used as a display scroll key.

COPY Key
Used to make a copy of a document.

MONITOR Key
Used to enable speaker monitor.

STOP/RESET Key
Stops operation or cancels programming. This key is also used top clear an error condition.
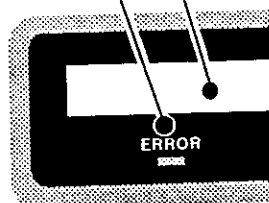
1. SPECIFICATIONS OF DOCUMENTS

Acceptable Documents

The following table shows the paper specifications for original documents which will be accepted by the unit:
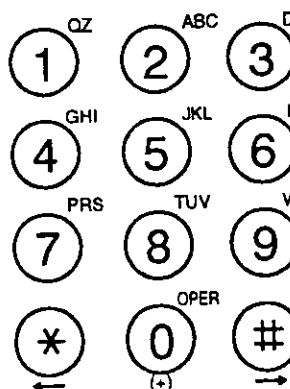
		Single Sheet	Multiple Sheets
Document Size	Max.	Operator unattended: 216 (W) x 382 (L) mm (8.5 x 15 inches) Operator attended: 216 (W) x 1000 (L) mm (8.5 x 39.4 inches) NOTE: If you attempt to transmit a document longer than 1,000 mm (39.37 inches), the transmission is stopped automatically.	
	Min.	148 (W) x 105 mm (5.83 x 4.13 inches)	
Thickness of Document Paper		0.06 to 0.15 mm 48 to 120 g/m² (13 to 32 lbs.)	0.065 to 0.1 mm 60 to 105 g/m² (16 to 28 lbs.) NOTE: Up to 20 document sheets can be set at the document insertion slot (80 g/m² or 20 lbs.)
Quality of Document Paper		Uncoated on both sides	

Remarks on Loading Documents

- Be sure to remove paper clips and staples from the document.
- Make sure all ink, glue, etc. are dry on the documents before loading if they are wet.
- Do not combine sheets of different sizes or thickness in one transmission stack.
- Please make copies for the following types of documents prior to transmission.

   - Torn, wrinkled, curled, or fold-lined sheets.
   - Sheets with holes.
   - Transparent sheets such as tracing paper.
   - Sheets with other paper pieces pasted.
   - Coated sheets, or smooth or shiny sheets.
   - Carbon sheets, or carbon-backed sheets.
   - Extremely thin sheets, extremely thick sheets
   - Double- or triple-folded sheets.

- For those sheets smaller than the minimum size acceptable (148 (W) x 105 mm or 5.83 x 4.13 inches) or any sheet not possible to be fed into the unit (including those sheets specified above), use a Carrier Sheet (optional part) for transmission.
   - The Carrier Sheet cannot be used for multiple sheet transmissions.
   - Use the Carrier Sheet designated by TOSHIBA. Purchase them from your local TOSHIBA representative.

2. PREPARATIONS FOR SENDING DOCUMENTS

Changing Scan Resolution Setting

The Scan Resolution can be set to one of four different modes in accordance with the quality of the document image.

- **Standard** mode:
  For sending normal text and graphics
- **FINE** mode:
  For sending normal text and graphics clearly or for copying documents.
- **SF** (Semi-super Fine) mode:
  For sending fine text and graphics clearly
- **GRAY** (Grayscale) mode:
  For sending documents including images in colors or gradations, such as photographs.

The following may be operated with or without any document loaded.

Operation	Description, Remarks	LCD Display
▢ FINE ▢ SF ▢ GRAY MODE	Press the [MODE] key until the required resolution mode is obtained. Every time the key is pressed, the mode changes from one to the next.	The LCD display contents will not be changed by this operation.
	● The mode changes as follows: (■ : illuminated / ▢ : extinguished) ▢ FINE ▢ SF Standard Mode *(when all the lamps are extinguished)* ▢ GRAY ■ FINE ▢ SF Fine Mode ▢ GRAY ▢ FINE ■ SF Semi-super Fine Mode *Each corresponding lamp is illuminated.* ▢ GRAY ▢ FINE ▢ SF Grayscale Mode ■ GRAY	

3. SENDING DOCUMENTS

Operating Procedure, Description, Remarks	LCD Display
2 *(Continued)* ● When the two-digit number entered (within the range of 01 through 70) is not preprogrammed with a specific party's facsimile or telephone number, the message "NO ENTRY" is displayed for 1 second and then the display in Step 1 is regained.	NO ENTRY ↓ ABB:_
3 The name programmed to the corresponding Abbreviated Number is displayed for 1 second.	TOSHIBA IRVINE

One-touch Dialing

If you have programmed a facsimile number as a One-touch Dialing Number, you can dial that party with a single keystroke.

Operating Procedure, Description, Remarks	LCD Display
1 Press the One-touch key assigned to the desired party. ● When a One-touch key with no programmed data is pressed, the message "NO ENTRY" is displayed for 2 seconds, and the display returns to the previous status. STOP/RESET ● If you select a wrong One-touch key, press the ⊚ key. The party's name assigned to the key is displayed. (When no name is assigned to the key, the assigned number is displayed.)	NO ENTRY ↓ DOCUMENT READY TOSHIBA MEXICO

3. SENDING DOCUMENTS

Memory Transmission

With a Memory Transmission, the document data is first stored in memory, and then transmitted.

A transmission operation with documents initiated with any of the following dialing methods will automatically be performed as a Memory Transmission.

- Keypad Dialing   (See page 21)
- Abbreviated Dialing   (See page 21.)
- One-touch Dialing   (See page 22.)
- Alphabet Dialing   (See page 23.)

● *Sending is always possible while the Standby Mode screen is displayed.*

You may reserve a transmission even when another Memory Transmission is under way or a document reception is under way, as long as the Standby Mode screen is displayed as below.

```
AUG-18 12:30    M100%
```

● *The documents are scanned to memory at high speed, allowing you to take them with you back to your desk..*

As the documents are scanned to memory at high speed, you can gain the advantages of added efficiency and security.

● *To bypass Memory Transmission, please refer to the following pages:*

- *Tray Transmission (page 26)*
- *On-hook Transmission (page 27)*
- *Off-hook Transmission (page 28)*

NOTES 1. When the residual memory (displayed in the LCD) is 0%, Memory Transmission is not possible and the document will be transmitted directly from the Document Tray.
2. A maximum of 20 transmission can be reserved for Memory Transmissions (including Polling Reception reservations). Any transmission attempted thereafter will result in a direct transmission from the Document Tray.

■ Job Number and Residual Memory

- The unit assigns a number to each file of sending or polling-received documents for internal control of reserved communications. It is called a Job Number.
- The Job Number is used to designate the communication reserved for transmission or polling-reception, should it become necessary to cancel that operation.
- The amount of memory remaining for memory transmission usage is called Residual Memory and is displayed as a percentage value.

Job No. Display Example:

Job No.

```
JOB ACCEPTED  No.001
```

Residual Memory Display Example:

Residual Memory

```
AUG-10 12:30    M100%
```

3. SENDING DOCUMENTS

Memory Prohibit Transmission (Direct Document Transmission)

The Memory Prohibit Transmission is used if there is not much residual memory (or when a large number of document pages are to be sent, etc.). The documents will remain in the document feeder and feed one by one as they are transmitted.
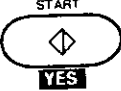
Tray Transmission

A document can be transmitted directly from the Document Tray when the document is of many pages, when the residual memory space is too small to store the document data, or when the transmission must be executed immediately prior to any other reserved in memory.

Operating Procedure, Description, Remarks	LCD Display
1 Load the document face down. (You may select the resolution, if necessary. *See page 20.*)	DOCUMENT READY
2 Press the COMM OPTION key once to obtain the "TRAY SEND" screen.	TRAY SEND
3 Press the START (◇ YES) key to select the TRAY SEND operation mode.	SET COMPLETED
4 One second later, the screen on the right is displayed to wait for a transmission command.	DOC.READY TRAY
5 Dial the facsimile number of the desired party by using any of the following dialing methods (then press the [START/YES] key if necessary). ● Keypad Dialing *See page 21.* ● Abbreviated Dialing *See page 21.* ● One-touch Dialing *See page 22.* ● Alphabet Dialing *See page 23.*	Example by Keypad Dialing Operation: TEL:761234_ START (◇ YES)
6 The machine starts dialing and a communication begins. When the telephone line is in use, the BUSY lamp blinks. *(See NOTE 1.)*	DIALING
7 When dialing is completed, the screen to the right is displayed.	DIAL COMPLETE
8 Upon establishing communication with the remote party's fax, the screen to the right is displayed.	CONNECTING
9 If the remote party's fax sends an ID back, it is displayed as the screen on the right. *(See NOTES 2 and 3.)*	456762334
10 When the communication is complete, the BUSY lamp turns off, the screen to the right is displayed. *(See NOTE 4.)* After 1 second, the machine returns to the standby mode.	· 456762334 APR-10 12:35 M100%

3. SENDING DOCUMENTS

(Continued)

Operating Procedure, Description, Remarks	LCD Display

Case 2) If the party answers the phone (instead of the facsimile answering tone):
 	
Pick up the handset of the facsimile machine,n ask the party to prepare receiving a document.
 	
And press the START [◇ YES] key. The unit starts sending the document.
	`TEL:761234_`
	
	`CONNECTING`

5 If the remote party sends back their ID, it is displayed as in the screen on the right.	`456762334`

6 When the communication is completed, the screen on the right is displayed. After 1 second, the machine returns to the standby mode.	`COMPLETED`
	↓
	`AUG-18 12:35    M100%`

Off-hook Transmission (Transmission With Prior Talking Through Handset)

This operation procedure may be useful when you want to talk with a remote party before sending a document to the same party.

| Operating Procedure, Description, Remarks	LCD Display
1 Load the document face down in the Document Tray. (And change the resolution, if necessary. *See page 20.*)	`DOCUMENT READY`
2 Pick up the handset of the facsimile machine.	`TEL`
3 Enter the facsimile number of the desired party by any of the following methods already described. ● Keypad Dialing *See page 21* ● Abbreviated Dialing *See page 21.* ● One-touch Dialing *See page 22.* ● Alphabet Dialing *See page 23.* (The [START/YES] key to be pressed within the Keypad Dialing or Alphabet Dialing sequence already introduced should not be pressed in this case.) The entered number is immediately dialed.	Example by Keypad Dialing Operation: `TEL:761234_`

4 (When the line is connected, you can talk through the handset of the connected telephone. Then ask the party to prepare to receive a document.)
 	
When the answering tone is heard, press the START [◇ YES] key.
 	
Return the handset of the connected telephone to the on-hook position.
	`TEL:761234_`
	
	`CONNECTING`

4. RECEIVING DOCUMENTS

Relationship Between Document Size and Recording Paper Size

Recording Paper Size

The paper size usable with your fax unit is limited to the Letter or Legal size, which is selectable in Parameter No. 55 (see page 73). The received document is recorded (printed) within the Effective Recording Area of the paper.
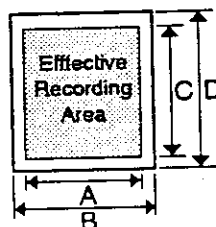
↓ Paper Size	A	B	C	D
Letter: mm	216	208	270	279
inches	8.5	8.1	10.6	11
Legal: mm	216	208	347	355
inches	8.5	8.1	13.6	14

When the document is shorter ...

When the document is equal to or shorter than the recording area of the recording paper, it will be reduced to 96% upon printing.
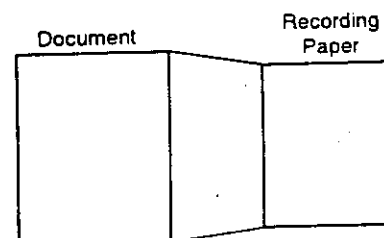
When the document is longer ...

When the document is longer than the recording area:

(1) Usually, it will be recorded in a reduced size as shown in the table below.

(2) If the length of the sent document exceeds 380 mm for Letter or Legal size, the document data will be split into two pages and reduced to 96% upon printing.

(3) "PRINT REDUCTION" may be disengaged for some countries. This is a factory setting and cannot be changed by the user or service personnel.

Recording Paper Size (to be set in Parameter No. 55)	Document Data Length (mm)	Reduction (%)	Remarks
Letter	0 to 281	96	NOTE 1
	281 to 293	92	NOTE 1
	293 to 300	90	NOTE 1
	300 to 314	86	NOTE 1
	314 to 325	83	NOTE 1
	325 to 365	72	NOTE 1
	365 to 380	72	NOTE 2
	Longer than 380	96	2 pages (NOTE 3)
Legal	0 to 361	96	NOTE 1
	361 to 376	96	NOTE 2
	Longer than 376	96	2 pages (NOTE 3)

NOTES
1. If the Reception Footer is printed, data of a maximum of 3 mm length will be abandoned.
2. The overflowed data portion will be abandoned. If the Reception Footer is printed, data of a maximum of 3 mm length will be abandoned besides the overflowed data.
3. If the overflowed data portion is less than 15 mm, that data will be abandoned. If the Reception Footer is printed, data of a maximum of 3 mm length will be abandoned besides the overflowed data.
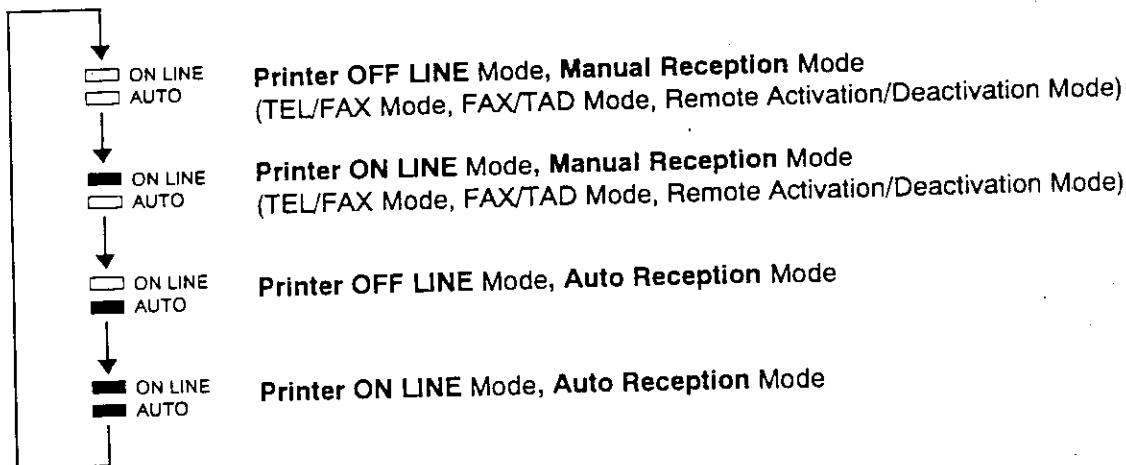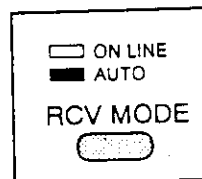
4. RECEIVING DOCUMENTS

Changing the Receiving Mode

The Receiving Mode can be changed by pressing the [RCV MODE] key. Repeat pressing the key until the two lamps illuminated/extinguished status indicate the required Receiving Mode.
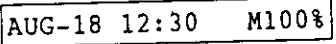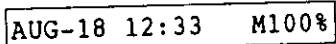
▢ ON LINE
■ AUTO

RCV MODE

■ ... illuminated   ▢ ... extinguished

▢ ON LINE
▢ AUTO

Printer OFF LINE Mode, Manual Reception Mode
(TEL/FAX Mode, FAX/TAD Mode, Remote Activation/Deactivation Mode)

■ ON LINE
▢ AUTO

Printer ON LINE Mode, Manual Reception Mode
(TEL/FAX Mode, FAX/TAD Mode, Remote Activation/Deactivation Mode)

▢ ON LINE
■ AUTO

Printer OFF LINE Mode, Auto Reception Mode

■ ON LINE
■ AUTO

Printer ON LINE Mode, Auto Reception Mode

Automatic Reception Mode (Receiving Documents Automatically)

Auto Reception is the function of the facsimile unit to receive documents automatically when a call for a facsimile communication comes in.

■ Setting for Automatic Reception Mode

Operating Procedure, Description, Remarks	LCD Display
1 Press the ^{RCV MODE} key to illuminate the AUTO lamp. ■ AUTO (must be illuminated) The fax unit starts to receive a document after the number of rings. You can change the ringer count in Parameter No. 37 (see page 72).	AUG-18 12:30 M100%
2 When the reception is completed, the facsimile unit returns to the standby mode.	AUG-18 12:33 M100%

■ Using Both Automatic Reception and Telephone Reception

When the unit rings and you pick up the handset of the connected telephone before the full ring count, you can talk with the other party. Then you can press the [START/YES] key to switch your facsimile unit to the facsimile reception status. If you do not pick up the handset, the unit will automatically receive the document. (For using both fax reception and telephone functions, see Manual Reception Mode, TEL/FAX Automatic Switching Mode, FAX/TAD Automatic Switching Mode, and Remote Activation/Deactivation Mode in the following sections.)

4. RECEIVING DOCUMENTS

TEL/FAX Automatic Switching

This function switches the mode automatically between the telephone mode and the fax mode, in accordance with the type of the call coming in.

■ Setting for TEL/FAX Automatic Switching

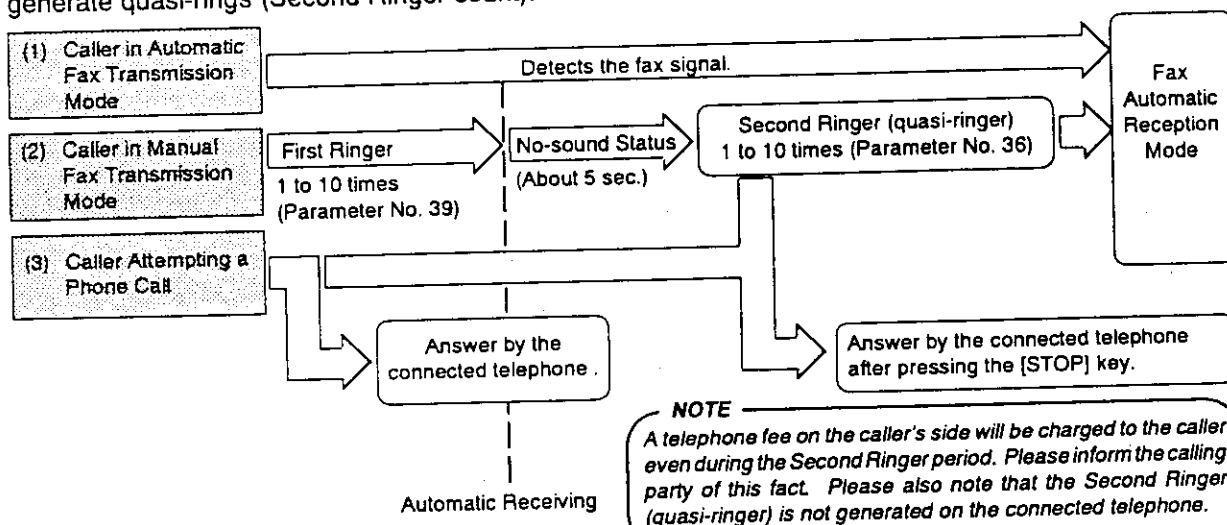| Operating Procedure, Description, Remarks	LCD Display
1 Press the ᴿᶜⱽᴹᴼᴰᴱ key to extinguish the AUTO lamp. ☐ AUTO (must be extinguished)	AUG-18 12:30 M100%

NOTE

To activate the TEL/FAX Auto Switching function, settings are further necessary in the following Parameter Nos (see page 72).

- Parameter No. 38: Select the status "RCV MODE = TEL/FAX."
- Parameter No. 39: TEL DELAY -- TIMES (the number of the First Ringer count) to a desired count (1 to 10).
- Parameter No. 36: CALLING TIMES -- TIMES (the number of the Second Ringer count to a desired count (1 to 10)

■ Answering a Call in TEL/FAX Automatic Switching Mode

First, the unit generates ordinary rings (First Ringer count). If the other party is sending a fax document, the unit automatically receives it. If the other party is making a phone call, the unit goes to generate quasi-rings (Second Ringer count).

```
(1) Caller in Automatic
    Fax Transmission          Detects the fax signal.                              Fax
    Mode                                                                           Automatic
                                                    Second Ringer (quasi-ringer)   Reception
(2) Caller in Manual     First Ringer   No-sound Status  1 to 10 times (Parameter No. 36)  Mode
    Fax Transmission     1 to 10 times  (About 5 sec.)
    Mode                 (Parameter No. 39)

(3) Caller Attempting a
    Phone Call
                         Answer by the                Answer by the connected telephone
                         connected telephone.         after pressing the [STOP] key.

                                         NOTE
                                         A telephone fee on the caller's side will be charged to the caller
                                         even during the Second Ringer period. Please inform the calling
                                         party of this fact. Please also note that the Second Ringer
                         Automatic Receiving  (quasi-ringer) is not generated on the connected telephone.
```

(1) Caller in Automatic Fax Transmission Mode
Detects the fax signal and the unit will engage Auto Reception mode.

(2) Caller in Manual Fax Transmission Mode
If you pick up the handset of the connected telephone during the Second Ringer period, you must press the [STOP] key to talk with the caller, then press the [START/YES] key to start receiving a fax document. When the Second Ringer period ends (because no one answers), the unit is automatically switched to Fax Reception mode. In this mode, the remote party can manually send a fax document as well.

(3) Caller Attempting a Phone Call
You can talk with the caller. If you pick up the handset of the connected telephone during the Second Ringer period, you must press the [STOP] key to talk with the caller.

4. RECEIVING DOCUMENTS

Remote Activation/Deactivation

If a telephone is parallel-connected to the same telephone line with the facsimile unit, you can answer the incoming call by voice or switch to the facsimile unit for document reception by entering a certain code through the keypad of the telephone set.
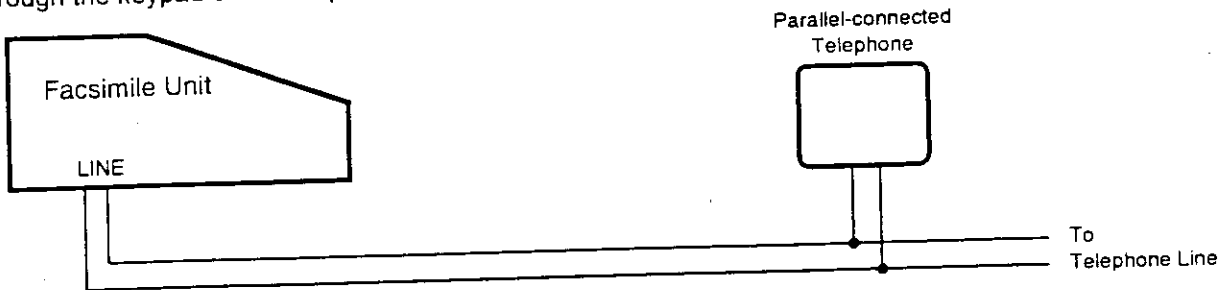
■ Setting for Remote Activation/Deactivation Mode

Operating Procedure, Description, Remarks	LCD Display
1. The AUTO lamp may be illuminated (Automatic Reception Mode) or extinguished (Manual Reception Mode).	AUG-18 12:30 M100%

> **NOTE**
>
> To activate the Remote Activation/Deactivation function, the following parameter settings are necessary (see pages 72 to 73).
>
> - Parameter No. 41: Select "REMOTE ACTIVATION -- ON"
> - Parameter No. 42: ACTIVATION CODE, set a 2-digit code.
> - Parameter No. 43: DEACTIVATION CODE, set a 2-digit code.
> - Parameter No. 38: Select "RCV MODE = TEL" or "RCV MODE = TEL/FAX."

■ Operating for Remote Activation

You can answer the call on the connected telephone, then you can switch the line to the facsimile for reception if necessary.

Operating Procedure, Description, Remarks	LCD Display
1. The telephone rings. Pick up the handset of the telephone.	AUG-18 12:30 M100%
2. If a voice is heard, talk through the handset. • When talking is completed and no facsimile document is to be received , you may return the handset to the on-hook position to disconnect the line, or • If the fax CNG signal is heard through the handset, enter the 2-digit Activation Code (set in Parameter No. 42, page 73.) The line is switched to the facsimile unit and document reception begins. (The Activation Code entry is effective within 20 seconds of lifting the handset).	AUG-18 12:30 M100% AUG-18 12:30 M100%

4. RECEIVING DOCUMENTS

In case a document is received without recording paper (Printing the document via Substitute Reception)

When the recording paper is depleted or jammed during a document reception, or something happens to disturb the function of recording data on the paper, this facsimile unit backs up the received data by storing it in memory. The same will be applied when no recording paper is loaded in the first place. This operation of receiving document data in memory is called a "Substitute Reception."

Please note that "Substitute Reception" will not occur when the residual memory is less than 1%. When the residual memory becomes less than 1% during a Substitute Reception, document reception will be stopped and no further receptions will be possible until memory becomes available.

■ Printing the document after a Substitute Reception

1. The document data is received and stored in memory. The nature of the trouble is indicated in the LCD display with the ERROR lamp illuminated:

   Example)

   | ADD PAPER M 98% | — — No recording paper is remaining.

2. Clear the cause of the trouble.

   When a problem that requires a technician occurs, Substitute Reception may not be possible.

3. When the cause of the trouble is cleared, the document data received via Substitute Reception will be printed automatically on the recording paper.

4. The following are the errors to cause Substitute Receptions:

   - Paper End (Display Message: ADD PAPER)
   - Paper Jam (Display Message: PAPER JAM)
   - Toner End (Display Message: TONER EMPTY)
   - No Process Unit exists (Display Message: NO PROCESS)
   - Process End (Display Message: CHANGE PROCESS)

5. COPYING DOCUMENTS

(Continued)

Recording Paper Size Set	Reduction % Set	Data Length (mm)	Remarks
Legal	100%	0 to 347	
		347 to 362	*NOTE 1*
		Longer than 362	2 pages *(NOTE 2)*
	96%	0 to 361	
		361 to 376	*NOTE 1*
		Longer than 376	2 pages *(NOTE 2)*
	92%	0 to 365	
		365 to 380	*NOTE 1*
		Longer than 380	2 pages *(NOTE 2)*
	90%	0 to 365	
		365 to 380	*NOTE 1*
		Longer than 380	2 pages *(NOTE 2)*
	86%	0 to 365	
		365 to 380	*NOTE 1*
		Longer than 380	2 pages *(NOTE 2)*
	83%	0 to 365	
		365 to 380	*NOTE 1*
		Longer than 380	2 pages *(NOTE 2)*
	72%	0 to 365	
		365 to 380	*NOTE 1*
		Longer than 380	2 pages *(NOTE 2)*

NOTES 1. *The overflowed data portion will be abandoned.*
       2. *If the overflowed data portion is less than 15 mm, that data will be abandoned.*
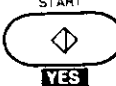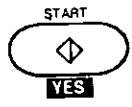
1. TRANSMISSION

Delayed Transmission (Timer Reservation)

- You can use your facsimile's automatic transmission function to send a document at a specific time. This function is useful in receiving telephone toll changes or to compensate for time zone differences (e.g. to ensure the document arrives during business hours) or to ensure that non-urgent facsimiles are transmitted to "busy" remote units during "off-peak" hours.
- You can use any dialing method: Keypad Dialing, Abbreviated Dialing, One-touch Dialing, or Alphabet Dialing.
- Only one job can be reserved for a Delayed Transmission. And the time to execute the transmission is limited to 24 hours from the entry operation.

■ Procedure for Delayed Transmission

Operating Procedure, Description, Remarks	LCD Display
1 Load the document face down in the Document Tray. (You may select the resolution if necessary. *See page 20.*)	DOCUMENT READY
2 Press the COMM OPTION key to obtain the "TRAY SEND" screen.	TRAY SEND
3 Use the PUBLIC ▲, or REDIAL/PAUSE ▼ keys to scroll to the "TIMER TRANSMISSION" screen. (Actually, press the REDIAL/PAUSE ▼ key twice in this case.)	TIMER TRANSMISSION
4 Press the START/YES ◇ key to select the TIMER TRANSMISSION operation mode. The screen for a time entry is displayed.	ENTER TIME --:--
5 Enter the desired time to transmit using the Keypad in 24-hour format: Example) To enter 21:55: press (2)(1)(5)(5). *(NOTE 1)*	ENTER TIME 21:55
6 Press the START/YES ◇ key to confirm the time.	ENTER TEL NO.
7 Enter the facsimile number of the remote party using any of the dialing methods below: ● Keypad Dialing *See page 21.* ● Abbreviated Number Dialing *See page 21.* ● One-touch Key Dialing *See page 22.* ● Alphabet Dialing *See page 23.*	Example by Keypad Dialing: TEL:761234 START ◇ YES
8 Upon completion of number entry, the screen on the right is displayed. At this point, operate one of the two options listed below: 1) For entering facsimile numbers of more remote parties, repeat Step 7. (A maximum of 20 facsimile numbers can be entered.) 2) If you are finished entering facsimile numbers, go on to Step 9.	START or TEL NO.

1. TRANSMISSION

Quality Transmission (International Mode)

If communication errors frequently occur when transmitting documents due to bad line conditions, we recommend you to select a lower transmission speed (4800 bps) to enable quality transmissions. The transmission speed will be restored to the default value (9600 bps) automatically after the quality transmission is completed.

| Operating Procedure, Description, Remarks	LCD Display
1 Load the document face down in the Document Tray. (You may change the resolution if necessary. *See page 20.*)	DOCUMENT READY
2 Press the COMM OPTION key to obtain the "TRAY SEND" screen.	TRAY SEND
3 Use the PUBLIC ▲ or REDIAL/PAUSE ▼ keys to scroll to the "TX 4800BPS" screen.	TX 4800BPS
4 Press the START/YES key to select the TX 4800BPS operation mode.	SET COMPLETED
5 After 1 second, the screen on the right is displayed, indicating that the machine is in the standby status and ready for a transmission.	DOC.READY 4800
6 Enter the facsimile number of the desired party using any of the four dialing methods. ● Keypad Dialing *See page 21* ● Abbreviated Number Dialing *See page 21.* ● One-touch Key Dialing *See page 22.* ● Alphabet Dialing *See page 23.*	Example by Keypad Dialing: TEL:761234 START/YES
7 After 1 second, document reading into memory begins. (The residual memory decreases as the document is scanned.)	DOC.READING M 98%
8 When the document scanning is complete, the message "JOB ACCEPTED" is displayed. And the Job Number assigned to the transmission now reserved is also displayed.	JOB ACCEPTED No.001
9 After 2 seconds, the machine returns to standby mode automatically. Approximately 10 seconds, the unit starts dialing for this transmission to reflect usage of phone line. At this time, the BUSY lamp blinks.	AUG-19 12:31 M 86%
10 When the transmission is complete, the BUSY lamp is extinguished and the display returns to the standby mode.	AUG-19 12:31 M100%

NOTE

If the document is removed or a copying job is performed after Step 5, the setting will be ineffective. However, if a reception is activated, the setting will remain effective.

2. SYSTEM FUNCTIONS

(Continued)

Operating Procedure, Description, Remarks	LCD Display
⑤ Enter the facsimile number of each party in any of the five ways below:	
● For Keypad Dialing (Example: To enter 01234)	
Press ⓪ ① ② ③ .	TEL:01234_
Then ◇ START/YES to confirm the number entry.	START or TEL NO.
● For Abbreviated Dialing Example) To enter Abbreviated No. 10:	
Press ABB/ALPHA, and ① ⓪ .	
The name of the party assigned to the Abbreviated No. is displayed.	ABB:10
Then ◇ START/YES to confirm the number entry.	START or TEL NO.
● For One-touch Dialing Example) To enter One-touch Key 1:	
Press ▭ (One-touch Key) No. 1.	
The name of the party assigned to the One-touch Key is displayed.	TOSHIBA SYDNEY
Press ◇ START/YES to confirm the entry.	START or TEL NO.
● For Alphabet Dialing Example) To dial "L.A. OFFICE":	
Press ABB/ALPHA twice.	
Then find the name of the party to be dialed, using the Numeric Keys, PUBLIC ▲ and REDIAL/PAUSE ▼ keys *(see page 23)*.	SELECT NAME
When the desired party is found and displayed, press ◇ START/YES to confirm the address entry.	START or TEL NO.
● For Group Key Entry Example) To enter Group Key 1:	
Press ▭ (Group Key) No. 1. (A Group Key entry is allowed only for the first address entry.)	SALES GROUP
Press ◇ START/YES to enter all the addresses preset on the Group Key.	START or TEL NO.
⑥ *Repeat Step 5) until entries of all the required addresses are completed.* *(NOTE 4)*	

2. SYSTEM FUNCTIONS

▊ Group Broadcast (broadcast to a preset group)

You can preset a group of addresses to which you frequently send documents as a broadcast job. Following these instructions, you can designate that preset group for execution. *(See page 85 for setting Broadcast Groups.)*

Operating Procedure, Description, Remarks	LCD Display
1 Load the document face down in the Document Tray. (You may select the resolution, if necessary. *See page 20.*)	DOCUMENT READY
2 Press one of the two Group Keys to initiate broadcasting. (Example: Press Group Key (▭) No. 1.) The name of the group is displayed. *(NOTE 1)*	SALES GROUP
3 One second later, document scanning into memory begins. *(NOTES 2, 3)*	DOC.READING M100%
4 When document scanning is complete, the Job Number assigned to this broadcast transmission is displayed.	JOB ACCEPTED No.001
5 After 2 seconds, the display regains the standby mode but dialing begins. Once on line, the BUSY lamp turns illuminated.	APR-10 12:31 M 77%
6 When the transmission is completed, the BUSY lamp is extinguished, and the display returns to the standby mode.	AUG-18 12:38 M100%

NOTES

1. If a Group Key where no data has been preset is pressed in Step 2, the machine displays the screen on the right. Then it returns to Step 2.

   NO ENTRY

2. *See NOTE 2 on the preceding page.*

3. *See NOTE 3 on the preceding page.*

2. SYSTEM FUNCTIONS

Operating Procedure, Description, Remarks	LCD Display
1 Load the document face down in the Document Tray. (You may select the resolution, if necessary. *See page 20.*)	DOCUMENT READY
2 Press COMM OPTION key to display the "TRAY SEND" screen.	TRAY SEND
3 Use the PUBLIC ▲ or REDIAL/PAUSE ▼ keys to scroll to the "RELAY TRANSMISSION" screen.	RELAY TRANSMISSION
4 Press the START/YES ◇ key to select the RELAY TRANSMISSION operation mode. *(NOTE 1)*	ENTER RELAY NUMBER=_
5 Enter the required Relay Group Number (1, 2, 3, or 4) through the Keypad. Example) To enter 1: press ①.	ENTER RELAY NUMBER=1
6 After 1 second, the Group Name corresponding to the entered Group Number is displayed.	EUROPE SALES
7 After 1 second, document scanning begins with the screen on the right displayed. *(NOTE 2)* As documents are read, the residual memory capacity decreases.	DOC.READING M 99% ↓ DOC.READING M 80%
8 When document scanning is completed, the screen on the right is displayed, indicating that the job reservation is completed.	JOB ACCEPTED No.003
9 After 10 seconds, dialing begins to transmit the document data to the designated Relay Station.	APR-12 12:32 M 78%

NOTES

1. When the System Password has not been programmed, the machine will return to Step 1.

2. If the STOP/RESET ⊘ key is pressed during document scanning, the document   CANCELED   is fed out of the machine and all the memory contents are cleared, displaying the screen on the right
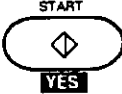
3. If the residual memory is used up as document data is stored into memory (i.e., Memory Full status), the machine suspends scanning and displays the following screens to prompt the operator to select one of two options -- to transmit the data portion already scanned into memory 2 or to cancel the job:

MEMORY FULL

↓ 2 seconds later

TRANSMIT ?

Press START/YES ◇   Press STOP/RESET ⊘

JOB ACCEPTED   No.003   CANCELED

2. SYSTEM FUNCTIONS

(Continued)

Operating Procedure, Description, Remarks	LCD Display

⑤ Press the ◇ (START/YES) key again to confirm the TX TO MAIL BOX operation mode. The screen of "FAX BOX" is displayed.
 	
(In this status, you can select one of the "FAX BOX" and "INFORMATION BOX" screens using the PUBLIC ▲ or REDIAL/PAUSE ▼ keys.)
	`FAX BOX`
	
	Example: ↓
	`INFORMATION BOX`

⑥ Press the ◇ (START/YES) key to select the operation mode of the Mail Box type currently displayed ("INFORMATION BOX" as an example).	`ENTER BOX NUMBER ---`
⑦ Enter a 3-digit Box Number through the Keypad: *(NOTES 1, 2)* For example, to enter 054: press ⓪ ⑤ ④ .	`ENTER BOX NUMBER 054`
⑧ Press the ◇ (START/YES) key to confirm the Box Number entry. *(NOTE 3)*	`ENTER TEL NUMBER`
⑨ The selection of a transmission to Information Box No. 054 (in a remote Mail Box station) is completed. *The dialing operation procedure is the same as that in ordinary facsimile sending operations as already stated. (Continue to dial the remote station with the Mail Box. (Refer to Memory Transmission Procedure, page 23.)*	

NOTES

1. The Box Number set in the operation is effective for one sending job only.

2. The Box Number being entered in Step 7 can be corrected by pressing the CANCEL key, prior to pressing the ◇ (START/YES) key in Step 8.

3. When no 3-digit Box Number is not entered, the ◇ (START/YES) key in Step 8 will be disregarded.

4. When no document is loaded, pressing the ◇ (START/YES) key in Step 8 will return the display to the standby status.

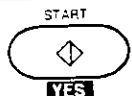5. This function is not possible in Tray Send Mode.

2. SYSTEM FUNCTIONS

Polling Communications

Polling is a function designed to receive documents from a remote party by an operation initiated on the receiving unit. The receiving side can receive the document whenever necessary. The receiving side is billed for the telephone call.

- The operation on the sending side is called "Polling Transmission Reservation." The "Ordinary Polling Transmission Reservation" is completed when the data is handed to the receiver.

- On the receiving side, a Polling Receiving Procedure is performed to receive document data from the sending side.

■ Polling Transmission Reservation (Standby) Procedure

Operating Procedure, Description, Remarks	LCD Display
1 Load the document face down in the Document Tray. (Yu may select the resolution, if necessary. *See page 20*.)	DOCUMENT READY
2 Press the ⚬COMM OPTION key to display the "TRAY SEND" screen.	TRAY SEND
3 Use the PUBLIC ⚬▲ or REDIAL/PAUSE ⚬▼ keys to scroll to the "POLLING" screen.	POLLING
4 Press the ◇ START YES key to select the POLLING operation mode. The "POLLING RX" screen is displayed.	POLLING RX
5 Press the REDIAL/PAUSE ⚬▼ key to display "POLLING STANDBY" screen.	POLLING STANDBY
6 Press the ◇ START YES key to confirm the POLLING STANDBY operation mode.	SET COMPLETED
7 After 1 second, document scanning into memory begins.	DOC.READING M 98%
8 When document scanning is completed, the Job Number assigned to this polling standby job is displayed.	JOB ACCEPTED No.001
9 The machine returns to the standby mode.	APR-10 12:31 M 80%

2. SYSTEM FUNCTIONS

Canceling a Job

Canceling operations differ between "Memory Prohibit Transmission (Direct Document Transmission) mode and "Memory Transmission" mode:

■ Canceling a Memory Prohibit Transmission (Direct Document Transmission)

Press the ⬨ (START/YES) key during the transmission operation. The transmission is canceled. The document is fed out, and the unit returns to the standby mode. This canceling operation is also applicable during the setting procedure of a Memory Transmission job.

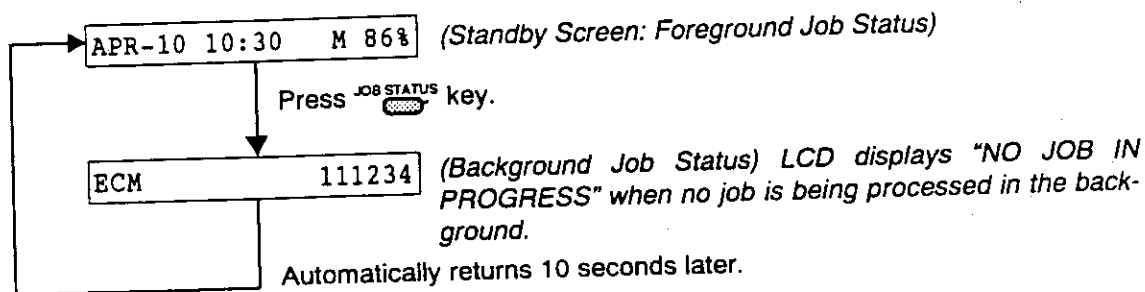#### ■ Canceling a Memory Transmission

Operating Procedure, Description, Remarks	LCD Display
1 Standby Status	AUG-15 15:30 M 84%
2 Press the CANCEL key to display the Job Number of the latest-reserved job and the time it was reserved. (If there is no reserved job, the machine displays "NO JOB IN PROCESS" for 1 second and returns to the standby mode.)	JOB NO.005 15:25
3 If multiple jobs are reserved, find the required Job Number using the PUBLIC ▲ or REDIAL/PAUSE ▼ keys to scroll through the list.	JOB NO.004 14:58
4 Press the ⬨ (START/YES) key to display the screen on the right.	CANCEL ?
5 To confirm cancelation of the job, press the ⬨ (START/YES) key. (If you are unsure, press the ⊘ STOP/RESET key to return to Step 3.)	CANCELED
6 After 2 seconds, the machine returns to the standby mode.	AUG-15 15:31 M 90%

2. SYSTEM FUNCTIONS

Monitoring the Status of a Job being Processed in the Background

When the BUSY lamp is illuminated with the standby screen displayed, you can monitor the status of a job that is being processed in the background by pressing the ᴶᴼᴮ ˢᵀᴬᵀᵁˢ key.

```
APR-10 10:30    M 86%
```
(Standby Screen: Foreground Job Status)

Press ᴶᴼᴮ ˢᵀᴬᵀᵁˢ key.

```
ECM              111234
```
(Background Job Status) LCD displays "NO JOB IN PROGRESS" when no job is being processed in the background.

Automatically returns 10 seconds later.

Confirming a Transmission Already Executed

After sending a document, you can confirm whether or not your unit has sent the document successfully or not.

■ Confirming by Individual Transmission Report

An individual Transmission Report can be printed after each transmission is completed. You can select beforehand whether the report is issued after every transmission or only after error occurrences. *(Parameter No. 02. See page 70.) Refer to page 102 for the report format.*

■ Confirming by Activity Report

An Activity Report can be issued to confirm the last 20 communication jobs (transmissions + receptions). You can also issue this report manually by using the ᶠᵁᴺᶜᵀᴵᴼᴺ key. *(See pages 94 and 96.)*

Confirming a Transmission Reserved in Memory

You can confirm transmissions reserved in memory but not yet executed, in the following way.

■ Confirming by Pending Job List

A Pending Job List can be issued to confirm a maximum of 12 jobs reserved in memory and not yet executed. This includes not only Transmissions but also Broadcast, Relay, Polling jobs, etc. *(See pages 94, 95, and 97.)*

2. SYSTEM FUNCTIONS

Table of Function Combinations of Dual Access Facility

2nd-access Function

F: Foreground Process
B: Background Process

1st-access Function	Telephone Mode (F)	Set-up (Programming) (F)	List Print (F)	Copying (F)	Reading into Memory (F)	Tray Transmission (F)	PC Communication (F)	Memory Transmission (B)	Memory Reception (B)	Printout of Substitute Reception Data (B)	Printout of Reception Data (B)	Report Print (B)	Printer for PC (B)
Telephone Mode	—	x	x	x	x	x	x	x	x	o	x	o	o
Set-up (Programming)	x	—	x	x	x	x	x	o	o	o	o	o	o
List Print (NOTE)	x	x	—	x	x	x	x	o	o	x	x	x	x
Copying	x	x	x	—	x	x	x	x	x	x	x	x	x
Reading into Memory	x	x	x	x	—	x	x	o	o	o	o	o	x
Tray Transmission	x	x	x	x	x	—	x	x	x	x	x	o	x
PC Communication	x	x	x	x	x	x	—	x	x	x	x	x	x
Memory Transmission	x	o	o	x	o	x	x	—	x	o	x	o	x
Memory Reception	x	o	o	x	o	x	x	x	—	o	x	o	x
Printout of Substitute Reception Data	o	o	x	x	o	x	x	o	o	—	x	x	x
Printout of Reception Data	x	o	x	x	o	x	x	x	x	x	—	x	x
Report Print (NOTE)	o	o	x	x	o	o	x	o	o	x	x	—	x
Printer for PC	o	o	x	x	x	x	x	x	x	x	x	x	—

O: possible   X: not possible

NOTE: "List Print" means printout of a list or report manually issued by the operator, while "Report Print" means printout of a report automatically issued when a communication is completed, etc.

3. COMMUNICATION OPTIONS

Conditions for Combined Communication Options

Options (functions to be added) → Functions currently determined ↓	TRAY SEND	MANUAL BROADCAST	TIMER RESERVATION	RELAY SEND	TX TO MAIL BOX	RX FROM MAIL BOX	POLLING STANDBY	POLLING RX	TX 4800BPS
TRAY SEND	◁	◁	◁	◁	◁	◁	◁	◁	◉
MANUAL BROADCAST	X	◹	◹	X	X	X	X	X	X
TIMER RESERVATION	X	◹	◹	X	X	X	X	X	X
RELAY SEND	X	X	X	X	X	X	X	X	X
TX TO MAIL BOX	X	X	X	X	X	X	X	X	X
RX FROM MAIL BOX	X	X	X	X	X	X	X	X	X
POLLING STANDBY	X	X	X	X	X	X	◹	X	X
POLLING RX	X	X	X	X	X	X	X	X	X
TX 4800BPS	◉	◉	◉	◉	◉	◉	◉	◉	◁

◉: Combination with the added function is possible.

◁: Combination with the added function is not possible. The added function will be effective in place of the currently determined function.

◹: Combination with the added function is not possible. The currently determined function is effective, disregarding the added function.

X: Combination with the added function is not possible.

Manual Communications Combined With Communication Options

When performing a communication using the MONITOR key on the facsimile unit or the handset of the connected telephone set, any of the following communication options can be combined:

- Quality Transmission ... (TX 4800BPS) — Refer to page 44.
- Polling ... (POLLING) — Refer to page 54.
- Manual Broadcast ... (MANUAL BROADCAST) — Refer to page 45.
- Sending to Mail Box ... (TX TO MAIL BOX) — Refer to page 51.
- Receiving from Mail Box ... (RX FROM MAIL BOX) — Refer to page 53.

The above options, if any, will be canceled during an off-hook operation. When a connected telephone is used, the functions above can be set but will be automatically canceled upon entering off-hook operation. In the event of MONITOR key operation, the opetions can only be set prior to pressing the MONITOR key.

4. OTHER USEFUL FUNCTIONS

Transmission Header Print

NOTE: *The U.S. Federal Communication Commission (FCC) requires that anyone sending facsimile message must identify themselves (or company), give their telephone number (fax machine), and provide the date and time of the transmission. This information must be on the lead-edge of, at least, the first page of the fax transmission.*

To identify the sender of your documents, this facsimile unit has a function which prints a Transmission Header on the recording paper of the remote station's facsimile unit. To activate this function, the following are required to be programmed:

- Set the following options in the Parameter Setting (see page 70):

    Parameter No. 04: HEADER PRINT

    ON (to print the header) ... *Select this status.*
    (Do not select the "OFF" option if it is to be used in the United States.)

- To provide the header contents, some or all of the following items must be programmed in advance:

    Date and Time Format: Selected in Parameter No. 61. *See page 74.*
    Your Station's ID Number: Set it in "Your Station's ID Number Setting," *page 80.*
    Your Station's Name: Set it in "Your Station's Name," *page 81.*

Transmission Header Format
(to be printed at the top of the recording paper at the receiver)

15-07-93	12:56	FACSIMILE TOKYO	ID=0559767692	P.01

Date of transmission:
The Day-Month-Year format is selected for this example.

Time of transmission

Transmitting Station's ID Name: 30 characters (blank if not programmed)

Transmitting Station's ID / Phone Number: 20 digits (blank if not programmed)

Page Indication
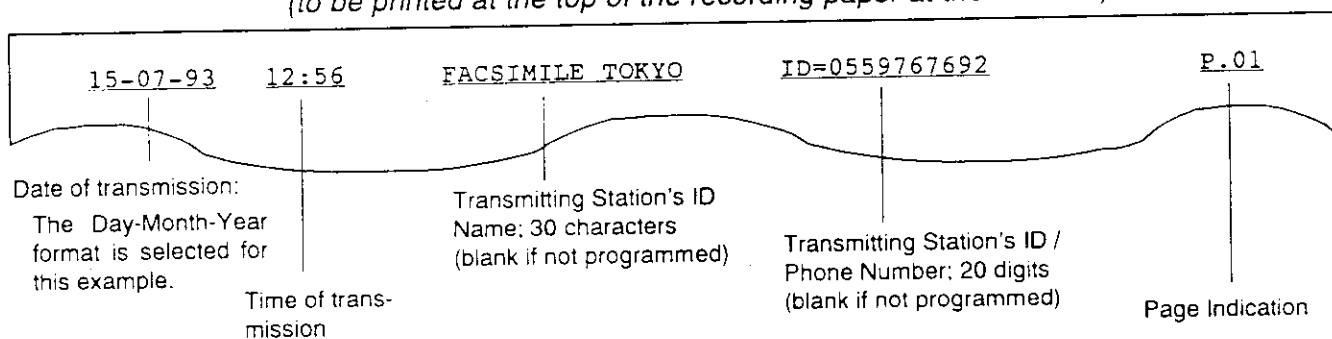
Reception Footer Print

To clarify the time of reception, this facsimile unit has a function which prints a Reception Footer on received documents. To use this function, the following are required to be programmed:

- Set the following parameter options:

    Parameter No. 05: RECEIVE FOOTER *(see page 70)*

    ON: (to print the Reception Footer)
    OFF: *(Receive Footer will not be printed.)*

- To provide footer information, the following must be programmed in advance:

    Date and Time Format: Selected in Parameter No. 61. *See page 74.*

1. BASIC SET-UP (PROGRAMMING) FLOW

Selecting a Set-up Item

Use the FUNCTION key and the PUBLIC ▲/REDIAL/PAUSE ▼ keys to select the desired setup screen.

Standby Mode Screen

`APR-10 12:55    M100%`

For further details of these items, see the following chapters:

LISTS AND REPORTS, page 94
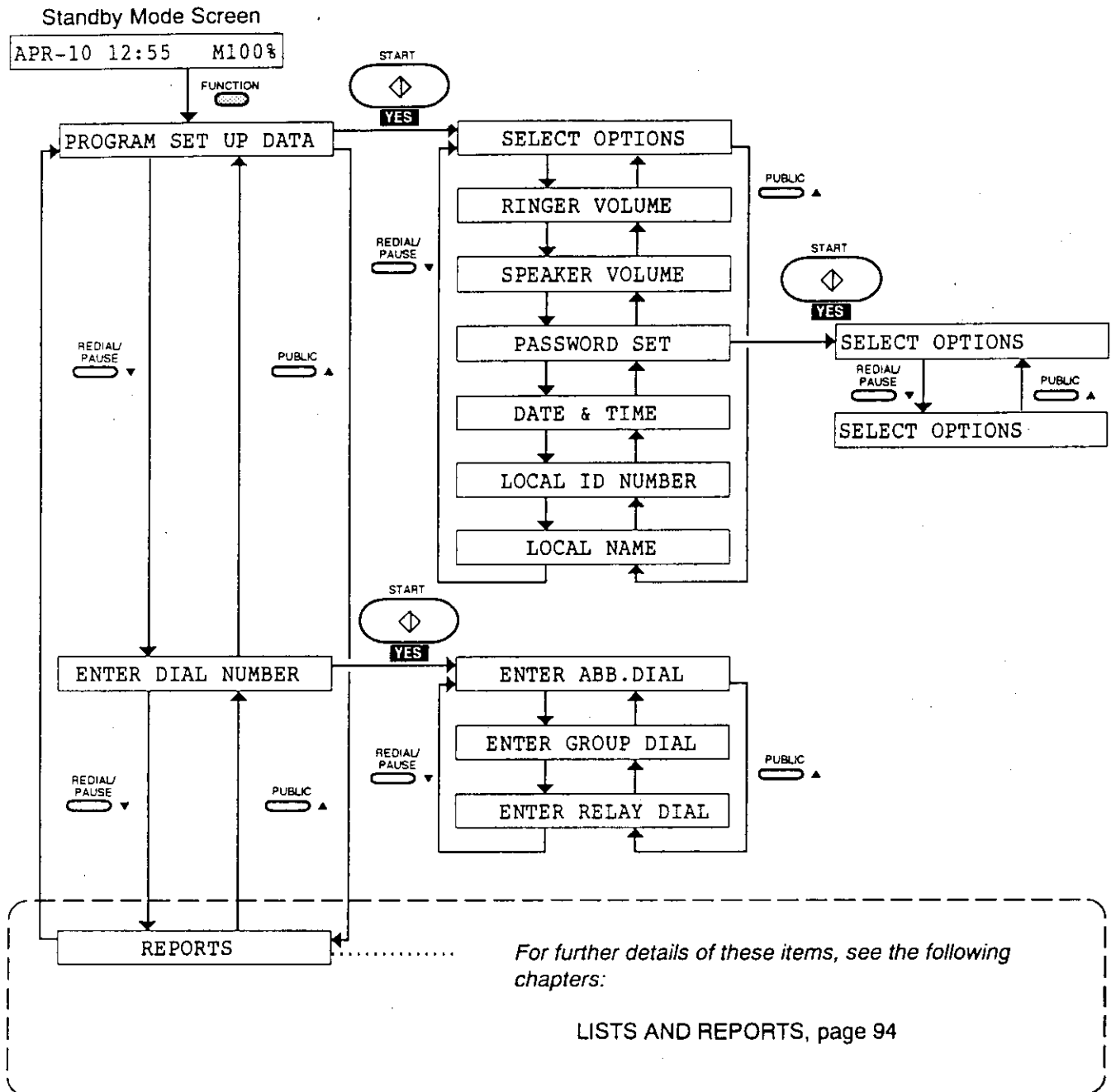
1. BASIC SET-UP (PROGRAMMING) FLOW

(Continued)

Key to be Used	Functions

(Numeric Keys on Dial Keypad): Alpha characters are assigned to each Numeric Key. These characters are used in Character Entry procedures. As multiple characters (not only those indicated on the keypad) are assigned to each Numeric Key, the required character will be selected by pressing the Numeric Key multiple times. See the table on the right for the characters assigned to each key:

Key	Assigned Characters
1	Q Z 1 q z
2	A B C 2 Ä Å Ç Æ a b c â å æ ç
3	D E F 3 d e f
4	G H I 4 g h i
5	J K L 5 j k l
6	M N O 6 Ñ Ö m n o ñ ö
7	P R S 7 p r s
8	T U V 8 Ü t u v û
9	W X Y 9 w x y
0	. + ? – 0 / : * % ! ( ) " ¡ ¿

Example) To enter "TOSHIBA" as a name (the following shows only the name entry steps):

T: Repeat pressing (8) until "T" is displayed. | NAME:T |

O: (Press (#) to move the cursor to the right.) | NAME:T_ |

Repeat pressing (6) until "O" is displayed. | NAME:TO |

S: (Press (#) to move the cursor to the right.) | NAME:TO_ |

Repeat pressing (7) until "S" is displayed. | NAME:TOS |

H: (Press (#) to move the cursor to the right.) | NAME:TOS_ |

Repeat pressing (4) until "H" is displayed. | NAME:TOSH |

I: Press (#) to move the cursor to the right. | NAME:TOSH_ |

Repeat pressing (4) until "I" is displayed. | NAME:TOSHI |

B: (Press (#) to move the cursor to the right.) | NAME:TOSHI_ |

Repeat pressing (2) until "B" is displayed. | NAME:TOSHIB |

A: Press (#) to move the cursor to the right. | NAME:TOSHIB_ |

Repeat pressing (2) until "A" is displayed. | NAME:TOSHIBA |

To correct a character already entered:
Move the cursor to the required character. Then enter the correct character.

To enter a blank space:

Press (#). (Please note that pressing this key moves the cursor to the right only when the cursor is at a character already entered.)

2. SET UP PROCEDURE FOR EACH ITEM

▌ Parameter Item Table (User Parameters)

Parameter Item Table

Parameter No.	Parameter Item, Description	Selective Options
01	**ECM FUNCTION** Selects whether communication in ECM is possible.	ON: Possible OFF: Not possible
02	**CONFIRMATION** Selects whether a Transmission Report is printed automatically after every transmission or printed only when errors occurred in the transmission.	ON: Issued after every transmission. OFF: Issued only on errors.
04	**HEADER PRINT** Selects whether or not the Transmission Header (sending station's information to be printed at the top of the recording paper) is sent to the receiving unit.	ON: Sent OFF: Not sent
05	**RECEIVE FOOTER** Selects whether or not the Reception Footer (information on each reception to be printed at the bottom of the recording paper in your facsimile unit) is printed.	ON: Printed OFF: Not printed
06	**XMT SPEED** Initial transmission speed	9600 BPS 7200 BPS 4800 BPS 2400 BPS
07	**RCV SPEED** Initial receiving speed	9600 BPS 4800 BPS
20	**DIAL METHOD** Selects the dialing method in accordance with requirements of the line to which the facsimile unit is connected.	TONE: Tone Dial 10PPS: Pulse Dial of 10 PPS (U.S.A.) 16PPS: Pulse Dial of 16 PPS (may not be applied to all countries.) 20PPS: Pulse Dial of 20 PPS (may not be applied to all countries.)

2. SET UP PROCEDURE FOR EACH ITEM

Parameter Item Table *(Continued)*

Parameter No.	Parameter Item, Description	Selective Options
28	**ACCESS CODE =** Set an Access Digit number in max. 4 digits. *(This setting will be effective when the option "ACCESS DIGIT" is selected in Parameter No. 27.)*	0000 (defualt)
36	**CALLING TIMES** Selects the number of times the Second Ringer (quasi-ringer) will ring before switching to fax reception in TEL/FAX Automatic Switching Mode.	01: Once 02: Twice 03: 3 times 04: 4 times 05: 5 times 06: 6 times 07: 7 times 08: 8 times 09: 9 times 10: 10 times
37	**AUTO DELAY** Number of rings before the fax reception is activated in Automatic Reception Mode.	01: Once 02: Twice 03: 3 times 04: 4 times 05: 5 times 06: 6 times 07: 7 times 08: 8 times 09: 9 times 10: 10 times

38	**RCV MODE =**
	 Different Mode types of Reception Modes
		TEL: Will not auto-receive.
		 TEL/FAX:
		     TEL/FAX Automatic Switching Mode
		 TAD/FAX:
		     TAD/FAX Automatic Switching Mode.

39	**TEL DELAY** Number of rings before the fax reception is activated in Manual Reception Mode.	01: Once 02: Twice 03: 3 times 04: 4 times 05: 5 times 06: 6 times 07: 7 times 08: 8 times 09: 9 times 10: 10 times

2. SET UP PROCEDURE FOR EACH ITEM

Parameter Item Table *(Continued)*
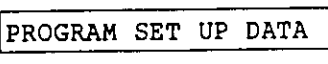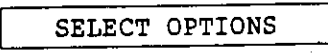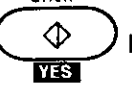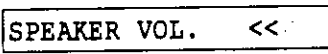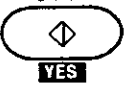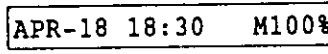
Parameter No.	Parameter Item, Description	Selective Options
56	**DEFAULT RES.** (Default Resolution) Home position for facsimile resoltion.	STD: Standard Mode FINE: Fine Mode
57	**COPY REDUCT.** (Copy Reduction) Reduction Percentage for Copying.	100%: 100% 96%: 96% 92%: 92% 90%: 90% 86%: 86% 83%: 83% 72%: 72%
58	**POWER SAVE** Selects whether the Power Save Mode is activated in standby periods to control the temperature of the fuser unit.	OFF: Ordinary Mode ON: Power Save Mode
61	**CALENDAR** Date Display Format	YY-MM-DD: Year-Month-Day DD-MM-YY: Day-Month-Year MM-DD-YY: Month-Day-Year
62	**LANGUAGE** Language selection for LCD display and list printing.	ENGLISH: English GERMAN: German
63	**SCAN CONT.** (Scanning Contrast) Scanning contrast level selection	LIGHTER: Lighter NORMAL: Normal DARKER: Darker

2. SET-UP PROCEDURE FOR EACH ITEM

Speaker Volume Setting

The speaker volume can be set to one of four levels.

Operating Procedure, Description, Remarks	LCD Display
1 Press the FUNCTION key to display the "PROGRAM SET UP DATA" screen.	PROGRAM SET UP DATA
2 Press the START/YES key to select the program set-up mode. The "SELECT OPTIONS" screen is displayed.	SELECT OPTIONS
3 Press the REDIAL/PAUSE ▼ key twice to display the "SPEAKER VOLUME" screen.	SPEAKER VOLUME
4 Press the START/YES key. The speaker volume screen is displayed and the current speaker volume is heard for 2 seconds. (The number of the < symbols indicate the volume level. Level 4 is the maximum level.)	SPEAKER VOL. <<<<
5 Change the speaker volume to the desired level using the REDIAL/PAUSE ▼ or PUBLIC ▲ keys. *(NOTE 1)* Use REDIAL/PAUSE ▼ to turn the volume down 1 level. Use PUBLIC ▲ to change the volume up 1 level. (When the keys are pressed, the corresponding speaker volume is generated for 2 seconds. The key may be pressed repeatedly.) Example: Press the REDIAL/PAUSE ▼ key twice.	SPEAKER VOL. <<
6 Press the START/YES key to select the speaker volume level designated in the preceding step. The machine returns to the standby status.	APR-18 18:30 M100%

NOTES

1. The following are the 4 levels of the speaker volume:

<	...	Ringer OFF
<<	...	Small
<<<	...	Medium
<<<	...	Large

2. SET-UP PROCEDURE FOR EACH ITEM

Security Code Setting

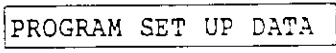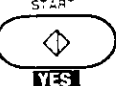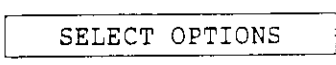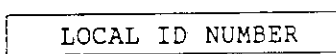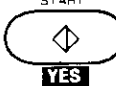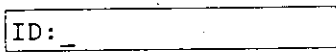The security code to be set here is required for Relay Transmissions and Mail Box operations.

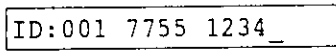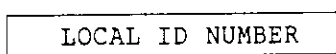| Operating Procedure, Description, Remarks	LCD Display
1 Press the FUNCTION key to display the "PROGRAM SET UP DATA" screen.	PROGRAM SET UP DATA
2 Press the ◇ START/YES key to select the program set-up mode. The "SELECT OPTIONS" screen is displayed.	SELECT OPTIONS
3 Press the REDIAL/PAUSE ▼ key 3 times to display the "PASSWORD SET" screen.	PASSWORD SET
4 Press the ◇ START/YES key to enter the PASSWORD SET mode. The screen "SET POLLING PASSWORD" is displayed.	SET POLLING PASSWORD
5 Press the REDIAL/PAUSE ▼ key once to display the "SET SECURITY CODE" screen.	SET SECURITY CODE
6 Press the ◇ START/YES key to select the SET SECURITY CODE operation mode. The screen on the right is displayed.	SECURITY: _ _ _ _ _ _ _ _
7 Enter a 8-digit code as Security Code through the Dial Keypad. The code must be an 8-digit numeric value, each digit composed of 0 to 9. Example: To enter 18187755, press ① ⑧ ① ⑧ ⑦ ⑦ ⑤ ⑤ .	PASSWORD: 18187755
8 Press the ◇ START/YES key to complete this procedure and return to the standby status.	APR-18 18:31 M100%

2. SET-UP PROCEDURE FOR EACH ITEM

Your Station's ID Number Setting

| Operating Procedure, Description, Remarks	LCD Display
1 Press the FUNCTION key to display the "PROGRAM SET UP DATA" screen.	PROGRAM SET UP DATA
2 Press the ◇ (START/YES) key to determine the program set-up mode. The "SELECT OPTIONS" screen is displayed.	SELECT OPTIONS
3 Press the REDIAL/PAUSE ▼ key 5 times (or press the PUBLIC ▲ key twice) to display the "LOCAL ID NUMBER" screen.	LOCAL ID NUMBER
4 Press the ◇ (START/YES) key to determine the LOCAL ID NUMBER set mode. The screen on the right is displayed.	ID:_
5 Enter the ID number (max. 20 digits) (NOTE 1) Example: To enter 001 7755 1234, press : ⓪ ⓪ ① # ⑦ ⑦ ⑤ ⑤ # ① ② ③ ④ .	ID:001 7755 1234_
6 Press the ◇ (START/YES) key to complete this setting procedure and return to the screen obtained in Step 3. (NOTE 2)	LOCAL ID NUMBER
7 Press the REDIAL/PAUSE ▼ key once to go on to the Station's ID Name (Logo) Setting procedure.	

NOTES

1. For entering an ID number, the following keys can be used:

   • Numeric Keys ⓪ to ⑨ for each digit value.

   • PUBLIC ▲ Key to enter a "+" symbol.

   • ABB/ALPHA Key to be used as a Space Key.

   • CANCEL Key to backspace and delete the digit value (used as a Backspace Key)

2. SET-UP PROCEDURE FOR EACH ITEM

Abbreviated Dial Number and One-touch Key Setting

As many as 70 Abbreviated Dial Numbers (01 to 70) can be set. Out of all Abbreviated Dial Numbers, 8 numbers can be assigned to One-touch Keys (one Abbreviated Dial Number to one One-touch Key).
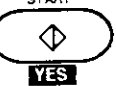
■ **Setting Abbreviated Dial Numbers**

Operating Procedure, Description, Remarks	LCD Display
1 Press the **FUNCTION** Key to display the "PROGRAM SET UP DATA" screen.	`PROGRAM SET UP DATA`
2 Press the **REDIAL/PAUSE ▼** key once to display the "ENTER DIAL NUMBER" screen.	`ENTER DIAL NUMBER`
3 Press the **START / YES** key to display the "ENTER ABB. DIAL" screen.	`ENTER ABB.DIAL`
4 Press the **START / YES** key again to select the ENTER ABB.DIAL operation mode. The screen on the right is displayed.	`ENTER:1 DELETE:2`
5 Press the (1) key to select ENTER (Abbreviated Dial Setting) operation mode.	`ENTER ABB NUMBER :**`
6 Enter a 2-digit Abbreviated Dial Number (01 to 70) which has not been preset with any data, through the Dial Keypad. Example: To enter 03, press (0)(3).	`ENTER ABB NUMBER :03`
7 Press the **START / YES** key to display the screen on the right. *(NOTE 1)*	`TEL:_`
8 Enter a the facsimile or telephone number of the remote party to be assigned to the Abbreviated Dial Number entered in Step 6. *(NOTE 3)* Example: To enter 761234, press (7)(6)(1)(2)(3)(4)	`TEL:7612234_`
9 Press the **START / YES** key to confirm the number entry, and to display the screen on the right is displayed. *(NOTE 2)*	`NAME:_`
10 Use the Dial Keypad to enter required characters of the remote party's name (max. 15 characters). (See page 68.) *(NOTES 3, 4)* Example: Enter "TOSHIBA CANADA"	`NAME:TOSHIBA CANADA`
11 Press the **START / YES** key to confirm the name entry. The screen on the right is displayed.	`PRESS ONE TOUCH`

82

2. SET-UP PROCEDURE FOR EACH ITEM

■ Deleting Abbreviated Dial Numbers

Operating Procedure, Description, Remarks	LCD Display
1 Press the FUNCTION Key to display the "PROGRAM SET UP DATA" screen.	PROGRAM SET UP DATA
2 Press the REDIAL/ PAUSE ▼ key once to display the "ENTER DIAL NUMBER" screen.	ENTER DIAL NUMBER
3 Press the START/YES key to display the "ENTER ABB. DIAL" screen.	ENTER ABB.DIAL
4 Press the START/YES key again to select the ENTER ABB.DIAL operation mode. The screen on the right is displayed.	ENTER:1 DELETE:2
5 Press the (2) key to select DELETE (Abbreviated Dial Deletion) from the menu.	ENTER ABB NUMBER :**
6 Enter the 2-digit Abbreviated Dial Number (01 to 70) to be deleted, through the Dial Keypad. Example: To enter 03, press (0) (3) .	ENTER ABB NUMBER :03
7 Press the START/YES key. The party's name of the dial number assigned to the Abbreviated Dial Number and the One-touch Key (if linked) are displayed on the screen to the right. *(NOTE 1)*	OT08:TEC FACSIMILE
8 Press the START/YES key to confirm the deletion of the Abbreviated Dial Number. *(NOTE 2)*	DELETED
9 After 2 seconds, the machine returns to display the screen in Step 5. You may continue to delete another Abbreviated Dial Number if necessary.	ENTER ABB NUMBER :**
10 Whenever you are finished, press the STOP/RESET key to exit and return to the standby status.	APR-19 19:32 M100%

NOTES
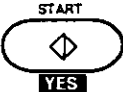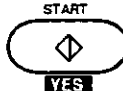
1. If you want to cancel the execution of the deletion, press the STOP/RESET key.

2. If the dial number assigned to the designated Dial Number is in use for a reserved transmission, neither deletion nor changing is accepted. If such an attempt is made, the screen on the right is displayed.

USED IN CURRENT JOB

2. SET-UP PROCEDURE FOR EACH ITEM

(Continued)

Operating Procedure, Description, Remarks	LCD Display
14 Enter Group name using the Dial Keypad (max. 15 characters) Example: "TOSHIBA AMERICA" is entered. If you do not wish to program a name, go to Step 15.	`NAME:TOSHIBA AMERICA`
15 Press the [START / ◇ / YES] key to confirm the setting of the group.	`SET COMPLETED`
16 After 1 second, the screen obtained in Step 5 is displayed. You may go on to another setting or deleting procedure. To complete this setting procedure, go to Step 17.	`ENTER:1 DELETE:2`
17 Press the [START / ◇ / YES] key to exit the programming mode and return to the standby status.	`MAY-08 12:34    M100%`

NOTES

1. To correct a numeric digit once entered for an Abbreviated Number, use the CANCEL key to move the cursor to the left and enter the correct value.

   Example: 1) ③ has been pressed.   `ABB:3_`

   2) Press CANCEL.   `ABB:_`

   3) Press ② ③.   `ABB:23`

2. If you find that the entered Abbreviated Number is the wrong one upon reading the station's name, press the CANCEL key to cancel the entered station and return to the Abbreviated Number entry screen.

   Example: 1) Displays the station's name.   `TOSHIBA EUROPE`

   2) Press CANCEL.   `ABB:_`

3. If there is no Abbreviated Dial Number preset, the screen on the right is displayed.   `NO ENTRY`
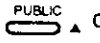
4. If any of the Abbreviated Dial Numbers preset to a Broadcast Group is deleted in the Abbreviated Dial Number Deletion procedure, that number is automatically deleted from the Broadcast Group as well.

2. SET-UP PROCEDURE FOR EACH ITEM

■ Searching and Deleting Individual Stations in a Broadcast Group

Use the following procedure to search and delete individual telephone/facsimile numbers within a Broadcast Group.

Operating Procedure, Description, Remarks	LCD Display
1 Press the FUNCTION Key to display the "PROGRAM SET UP DATA" screen.	PROGRAM SET UP DATA
2 Press the REDIAL/PAUSE ▼ key once to display the "ENTER DIAL NUMBER" screen.	ENTER DIAL NUMBER
3 Press the START ◇ YES key to display the "ENTER ABB. DIAL" screen.	ENTER ABB.DIAL
4 Press the REDIAL/PAUSE ▼ key once to display the "ENTER GROUP DIAL" screen.	ENTER GROUP DIAL
5 Press the START ◇ YES key to select the ENTER GROUP DIAL operation mode.	ENTER:1 DELETE:2
6 Press the (2) key to select DELETE (Group Dial Deletion) from the menu.	SELECT GROUP BUTTON
7 Press the appropriate Group Key (⊂⊃) to be erased. The name of the group is displayed. Example: Press the Group 2 key.	SALES GROUP
8 Use the PUBLIC ▲ or REDIAL/PAUSE ▼ keys to scroll through the telephone/facsimile number list in the group data to display the number to delete.	Example: 0557474731
9 Press the START ◇ YES key. The screen to confirm whether or not the deletion of the designated number is to be executed.	DELETE OK ?
10 Press the START ◇ YES key to execute the deletion of the designated number.	DELETED
11 After 1 second, the screen to the right is displayed, which is obtained in Step 5, to allow another programming or deletion procedure. Or, to complete this deletion procedure, go to Step 12.	ENTER:1 DELETE:2
12 Press the START ◇ YES key to exit this deletion procedure and return to the standby status.	MAY-08 12:35 M100%

2. SET-UP PROCEDURE FOR EACH ITEM

(Continued)
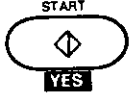
	Operating Procedure, Description, Remarks	LCD Display
13	After 1 second, the screen on the right is displayed with the preset Group name.	`NAME:NISHIJIMA`
14	Press the START ◇ YES key to complete this programming procedure.	`SET COMPLETED`
15	After 1 second, the screen on the right is displayed for another Group programming or deletion procedure. To complete this procedure, go to Step 16.	`ENTER:1 DELETE:2`
16	Press the STOP/RESET ⊘ key to exit this setting procedure and return to the standby status.	`MAY-08 12:35   M100%`

Relay Group Setting

A maximum of 4 Relay Groups can be set. One Relay Station can be set in each Relay Group and a maximum of 4 End Station Groups can be set within the Relay Station. When setting the Relay Station, only the Abbreviated Dial Number of the station can be entered.

■ Setting or Changing Relay Groups

The following is the setting or changing procedure of Relay Groups.

	Operating Procedure, Description, Remarks	LCD Display
1	Press the FUNCTION Key to display the "PROGRAM SET UP DATA" screen.	`PROGRAM SET UP DATA`
2	Press the REDIAL/PAUSE ▼ key once to display the "ENTER DIAL NUMBER" screen.	`ENTER DIAL NUMBER`
3	Press the START ◇ YES key to display the "ENTER ABB. DIAL" screen.	`ENTER ABB.DIAL`
4	Press the REDIAL/PAUSE ▼ or PUBLIC ▲ key twice to scroll to the "ENTER RELAY DIAL" screen.	`ENTER RELAY DIAL`
5	Press the START ◇ YES key to determine the ENTER RELAY DIAL from the menu.	`ENTER:1 DELETE:2`

2. SET-UP PROCEDURE FOR EACH ITEM

(Continued)

Operating Procedure, Description, Remarks	LCD Display
15 Enter the Relay Group Name (max. 15 characters). (Example: TOKYO JAPAN)	`NAME:TOKYO JAPAN`
16 Press the ◇ **YES** (START) key to confirm the setting of one Relay Group.6) is displayed.	`SET COMPLETED`
17 After 1 second, the Relay Number entry screen (as in Step 6) is displayed. *To set more Relay Groups, repeat Step 7 through Step 16.* *Or, go on to the next step to complete and exit the setting mode.*	`ENTER RELAY NUMBER=_`
18 Press the ⊘ (STOP/RESET) key to complete the Relay Group setting operation and exit the setting mode. The standby screen is displayed.	`APR-12 12:50   M100%`

NOTES

1. The following table shows the value range for each entry item in the Relay Group Setting/Changing Procedure:

Item	Number of Entries	Range or Number Value
Relay Group	Max. 4 Relay Groups	Relay Group No. 1 to 4
Relay Station	1 Relay Station in a Relay Group	Abbreviated Dial No. 01 to 70
End Station Groups	Max. 4 End Station Groups in a Relay Group	End Group No. 0000 to 1999

If any value beyond the specified range is entered, the screen to the right is displayed.

`WRONG ENTRY`

2. If the entered Abbreviated Dial Number for the Relay Station entry is not programmed with data, the screen on the right is displayed for 2 seconds and the Abbreviated Dial Number entry screen is displayed.

`NO ENTRY`

3. If the ⊘ (STOP/RESET) key is pressed before Step 18, all entered data entered are cleared.

4. If the designated number Relay Group of the number is being used in a job reserved for communication, etc., the screen on the right is displayed for 2 seconds before prompting for another Relay Group Number.

`USED IN CURRENT JOB`

1. LIST AND REPORT TABLE

The facsimile machine can print out the following Lists and Reports.

List or Report Name	Print Start	Description	Page No. for Print Format
ACTIVITY REPORT	Auto & Manual	Prints the journal data of the last 20 facsimile communications (transmissions, receptions). This journal will be printed automatically after every 20 communications.	96
PENDING JOBS LIST	Manual	Prints a list of the reserved communication jobs.	97
ABBREVIATED DIAL LIST	Manual	Prints a list of the Abbreviated Dial Number settings and One-touch Key settings.	98
GROUP LIST	Manual	Prints a list of the Broadcast Group settings.	99
RELAY GROUP LIST	Manual	Prints a list of the Relay Group settings.	100
OPTIONS REPORT	Manual	Prints a list of the parameters current settings.	101
TRANSMISSION REPORT	Auto	Prints a report of the last facsimile transmission. It is printed automatically after every transmission except Broadcast Transmissions or printed only when errors occurred in the transmission (depending upon Parameter No. 02 status selection).	102
BROADCAST RESULT REPORT	Auto	Prints a report of the last Broadcast transmission. It can be printed automatically after every Broadcast transmission.	103
POWER FAILURE REPORT	Auto	Automatically prints, after power is recovered from a power failuter. Information of files that were lost and any document data were lost are printed.	104

┌─ NOTE ───
The print start procedure for each report or list that can be issued manually is stated on the following page.

3. PRINT FORMAT OF EACH LIST OR REPORT

Activity Report

Your Station's ID Number

Date & Time this report was printed

Time Length of Communication

Your Station's ID Name

Communication Start Date & Time

Remote Party's ID Number

Number of Pages

Job Number

Item Number

```
          * * *   A C T I V I T Y   R E P O R T   * * *

        04-25-95  19:02          ID:12345678901234567890
                                    ABCDEFGHIJKLMNOPQRSTUVWXY

   NO.  DATE   START   IDENTIFICATION        PAGE   TIME    INFO      JOB NO.

   TRANSMISSION

   01   02-18  13:10   0559 66 3343          06    03'37   OK         099
   02   02-18  13:30   81 559 76 7299        02    01'28   OK         100
   03   02-18  13:34   7727                  01    01'02   OK          . .
   .                                          .                        .
   .                                          .                        .
   .                                          .                        .
   10   02-18  16:39   0213167423648723      04    03'17   OK   ECM   103

   RECEPTION

   11   02-18  08:41   0559 76 7717          02    02'35   OK
   12   02-18  09:00                         01    01'02   OK         098
   .
   .
   .
   20   02-18  16:09   76 7777               10    11'26   OK   ECM
```

The following can be printed as INFO (information) data:

OK ------------------ The communication ended normally in G3 mode.
OK ECM ------------- The communication ended normally in ECM.
STOP ---------------- The [STOP] key was pressed during the communication, and the communication was canceled.
140 ------------------ A phenomenon indicated by Error Code 140 occurred, and the communication has ended abnormally. *(As for the Communication Error Codes, see the Communication Information Code Table on page 111.)*
OK PC --------------- The communication was executed in non-ECM by the PC I/F.
OK PEC ------------- The communication was executed in ECM by the PC I/F.
OK RDC ------------- RDC was performed.

3. PRINT FORMAT OF EACH LIST OR REPORT

Abbreviated Dial List

A maximum of 70 remote parties' telephone/facsimile numbers can be assigned to the Abbreviated Dial Number List. When more than 50 numbers are programmed, the list is printed in two pages.

Abbreviated Dial Number

One-touch Key Number
(Printed only when the Abbreviated dial Number is linked to a One-touch Key.)

The name of the remote party (max. 15 characters)

The telephone/facsimile number of the remote party (max. 32 digits)

```
*** ABBREVIATED DIAL LIST ***

        04-25-95   19:02        ID:12345678901234567890
                                TOSHIBA JAPAN

No.    OT No.    NAME              TELEPHONE NUMBER


01     OT2       ABCDEFGHIJKLMNO   01234567890012345678901234567890 1
02     OT4       TOKYO OFFICE      0-03 5996 1111
03                                 0-045 881 9999
04               OSAKA OFFICE      0-06 234 7698
 .                      .                  .
 .                      .                  .
 .                      .                  .
 .               SAPPORO OFFICE    0-01 3579753
50
```

```
*** ABBREVIATED DIAL LIST ***

        04-25-95   19:02        ID:12345678901234567890
                                TOKYO ELECTRIC

No.    OT No.    NAME              TELEPHONE NUMBER


51               AAAAA             312324111
52     OT1       JACK              0-423412354444353334
 .                      .                  .
 .                      .                  .
 .                      .                  .
 .               MISHIMA OFFICE    0-119
70
```

3. PRINT FORMAT OF EACH LIST OR REPORT

Relay Group List

Relay Group Number
(RELAY1 to RELAY4)

Relay Group Name
(max. 15 characters)

Name of the Relay Station
(max. 15 characters)

Abbreviated Dial
Number assigned to
the Relay Station

Telephone/facsimile Num-
ber of the Relay Station

End Station Group Numbers
(max. 4 End Station Group
Numbers)

```
          * * *   R E L A Y   G R O U P   L I S T   * * *

        04-27-95  19:02          ID:12345678901234567890
                                    ABCDEFGHIJKLMNOPQRSTLUVWXY


RELAY1   NAME:ABCDEFGHIJKLMNO

    RELAY STATION : ABB70  ABCDEFGHIJKLMNO
                           1234-1234567890123456789012345678901


    END STATION   : 0001 0002 0003 0004

RELAY2   NAME:ASIA GROUP

    RELAY STATION : ABB10  HONGKONG
                           0-001-99897862578


    END STATION   : 3000 0001 0023 0055


         .                .
         .                .
         .                .


RELAY4   NAME:USA GROUP

    RELAY STATION : ABB20  LOS ANGELES OFFICE
                           1-213-123456


    END STATION   : 1000 1100 1200 1300
```

3. PRINT FORMAT OF EACH LIST OR REPORT

Transmission Report

```
                *** TRANSMISSION REPORT ***

        04-27-95  19:02           ID:12345678901234567890
                                     ABCDEFGHIJKLMNOPQRSTLUVWXY

        JOB NO.              -------------- 123

        START TIME           -------------- 10:00

        ID NO.               -------------- 0559 76 7692

        RESOLUTION           -------------- STANDARD

        TOTAL PAGE           -------------- 52

        MACHINE ENGAGED      -------------- 43'13

        INFORMATION          -------------- 020

        ERROR PAGE           -------------- 01,03,09,11,15,21,24,
                                            31,33,39,40,43,46,47,
                                            48
```

Description

JOB NO. .... Indicates the Job Number assigned to this job (001 to 999). In case of a PC communication, "PC" is printed here.

START TIME .... The starting date and time of the transmission.

ID NO. .... Indicates the ID Number of the remote station. (the dialed number is printed here.)

RESOLUTION .... Indicates the resolution mode of the transmission.

TOTAL PAGE .... The number of pages transmitted

MACHINE ENGAGED .... For an automatic transmission, it indicates the length of time from line acquisition to the end of the communication. For a manual transmission, it indicates the length of time from when the [START] key was pressed to the end of the transmission.

INFORMATION .... If no errors, "OK" is printed. If the transmission was canceled by pressing the [STOP] or [CANCEL] key, "STOP" is printed. In the event of an error, it indicates a Communication Error Code.

ERROR PAGE .... If errors occurred, a maximum of 20 error page numbers are printed, indicating the pages upon which an error was detected (regardless of the security of the errors).

3. PRINT FORMAT OF EACH LIST OR REPORT

Power Failure Report

This report is automatically printed after recovering from a power failure. The report may be printed on two pages depending on the number of entries.

A maximum of 50 files received as Substitute Reception can be recorded.

Date and Time the file is stored as a Substitute Reception.

ID Number of the remote station (printed only if it is sent from the station)

Number of page in the received file

```
*** POWER FAILURE REPORT ***

        FOLLOWING DOCUMENTS WERE RECEIVED INTO MEMORY,
        BUT LOST DUE TO POWER FAILURE.

        04-27-95   17:45        ID:12345678901234567890
                                FACSIMILE SEC.


RECEPTION

        NO    STORAGE TIME          IDENTIFICATION          PAGE

        01    05-18  19:50          0559 87 9372            01
        02    05-19  03:56          03 654 6675             01
        03    05-19  04:23          0120 03 6574            04
         .                               .                   .
         .                               .                   .
         .                               .                   .
        50    06-13  21:23          03 876 1234             03
```

```
*** POWER FAILURE REPORT ***

        FOLLOWING DOCUMENTS WERE RECEIVED INTO MEMORY,
        BUT LOST DUE TO POWER FAILURE.

        04-27-95   17:45        ID:12345678901234567890
                                FACSIMILE SEC.


TRANSMISSION

  JOB   CONTENTS         TIMER   ACCEPTED   REMOTE   TELEPHONE NUMBER / NAME

  009   TRANSMISSION             10:30      ABB44    TOKYO
  012   POLLING                  10:50               034567890
   .                               .                   .
   .                               .                   .
   .                               .                   .
  113   RELAY REQUEST            12:50      RELAY4   NAGOYA GROUP
```
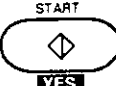
Assigned Job Number

Transmission jobs that were not executed due to the power failure. For description of each printed item, refer to the format of "Pending Job List" on page 97.

PC Scanner Operating Procedure

Using the image scanner in the facsimile machine, you can scan images to the PC and store them using WinFaxPRO. If you operate the PC in the WINDOWS environment, you can print these files or send them to a remote facsimile machine, etc. Scanning is possible by loading documents in the Document Tray and pressing the [START/YES] key. It is operated as a foreground job.

	Operating Procedure, Description, Remarks	LCD Display
1	Load the document face down in the Document Tray.	DOCUMENT READY
2	Press the COMM OPTION key to display the screen on the right.	TRAY SEND
3	Press the PUBLIC ▲ or REDIAL/PAUSE ▼ keys to display the screen on the right.	PC SCANNER
4	Press the START ◇ YES key to select the PC SCANNER operation mode. The screen on the right is displayed.	PC READY ?
5	Press the START ◇ YES key again to start document reading and storing into memory.	DOC.READING M 99%
6	When scanning is complete, data transfer to the PC begins and the screen to the right is displayed. *(NOTES 1, 2)*	TRANSMITTING TO PC
7	When the transfer is completed, the screen on the right is displayed.	COMPLETED
8	After 2 seconds, the machine returns to the standby status.	AUG-19 12:36 M100%

NOTES

1. If the picture memory becomes full, scanning is canceled with the screen on the right displayed. After 2 seconds, the machine returns to standby mode.

   MEMORY FULL

2. If the transfer to the PC fails, the screen on the right is displayed ("nn" is the Error Code; refer to page 111). The display will return to the standby mode screen by pressing the STOP/RESET ⊘ key.

   PC COMM.ERROR   #nn

PC Reception Operating Procedure

The facsimile machine receives document data from a remote party's facsimile, stores it in memory, and then transfers to the PC.

	Operating Procedure, Description, Remarks	LCD Display
1	The facsimile rings and facsimile data reception begins. The received data is stored in the Picture Memory.	`MAY-09 12:36   M 90%`
2	The reception is completed.	`MAY-09 12:36   M 40%`
3	The received data is transferred to the PC.	`TRANSMITTING TO PC`
4	The transfer to the PC is completed.	`COMPLETED`

NOTES

1. If a transfer to the PC fails, the facsimile machine automatically prints the data on the recording paper. In addition, if the transfer fails in Step 3, and the message "PC COMM.ERROR #nn" is displayed ("nn" = Error Code). Press the   STOP/RESET ⊚   key to return to standby status.

2. To enable the PC Reception Operating Procedure above, Parameter No. 46 (PC TRANSFER DEF.) must be set to the "ON" status. If any data is remaining the the Storage Memory at the moment the Parameter No. 46 status is changed from the "OFF" to "ON" status, that data is also transferred to the PC.

1. ERROR INDICATIONS

Error Messages Displayed in LCD

If an abnormal condition arises in the unit or a wrong operation is performed, a message indicating the nature of the error appears in the LCD window, with the ERROR lamp blinking. Refer to the following table when an error is encountered.

Display	Error Name	Cause of Error
SYSTEM ERROR #--	System Error	An internal error of some kind. *(See the next section "System Error Codes.")*
DOCUMENT JAM M---%	Document Jam	1. The document data exceeding one specified page length was copied or transmitted. 2. The document feeder was activated but the lead edge of the paper failed to reach the scanner.
COM.ERROR #---	Communication Error	An error occurred or the communication was canceled during a G3 communication. *(See the "Information Codes" in a following section.)* This prompt may be cleared by pressing the [STOP] key.
CLOSE COVER M---%	Top Cover Open Error	The Top Cover is open.
NO PROCESS M---%	No Process Unit Error	No Process Unit is installed.
CHANGE PROCESS M---%	Change Process Error	The number of pages specified as the life of the Process Unit has been printed. No more printing will be possible with this Process Unit.
PAPER JAM M---%	Recording Paper Jam Error	1. A recording paper jam has occurred. 2. The appropriate size of paper is not used.
ADD PAPER M---%	No Paper Error	No recording paper is remaining in the paper cassette.
TONER EMPTY M---%	Toner Empty Error	No toner is remaining.
TONER NEAR EMPTY	Toner Near-End Error	The toner is about to end. About 100 pages more may be printed.
PC COMM.ERROR #---	PC Communication Error	A error has occurred in the communication between this machine and the connected PC. *(See the "Communication Information Codes" in a following section.)* This prompt may be cleared by pressing the [STOP] key.

1. ERROR INDICATIONS

(Continued)

Error Code	Cause	Correction
003	Recording Paper Cassette is empty.	Refill with paper.
	No toner is remaining or no Process Unit is present.	Supply what is required.
005-011	Line Error.	Repeat the transmission.
014	Scan or Print Error.	Repeat the transmission.
020	There were some pages with picture-data errors but the communication was completed to the last page.	Confirm that the information is legible.
100-103	Line Error. So repeat transmission.	Repeat the transmission.
104	No document is loaded for polling.	Contact the other party and ask them to load the document before you try to poll.
106	Wrong password for polling.	Contact the other party and agree on password.
111	In a Mail Transmission or Relay Transmission, the required function is not provided or the residual memory is not enough in the machine of the other party.	Check the other party before repeating the transmission. Both units must be TOSHIBA facsimile with this function -- the remote unit must be a "Hub" unit.
112-126	Line Error. So repeat the transmission or wait for a reception again.	Repeat the transmission or wait for a reception again.
127	The other party's fax machine is not compatible.	Contact the other party and check compatibility.
128-157	Line Error. So repeat the transmission.	Repeat the transmission.
353-355	Error relating to Remote Diagnostic Operations.	

3. PAPER JAMS

When a document jam or recording paper jam occurs, the message "DOCUMENT JAM" or "PAPER JAM" is displayed on the LCD. The method of clearing the jammed document or recording paper varies according to which of the four sections (Document Feed, Paper Feed, Paper Transport, and Paper Eject) it has occurred in.

If a recording paper jam occurs, first locate the section in which it has occurred, then remove the jammed paper as described.

Document Feed Section

Paper Eject Section

Paper Transport Section
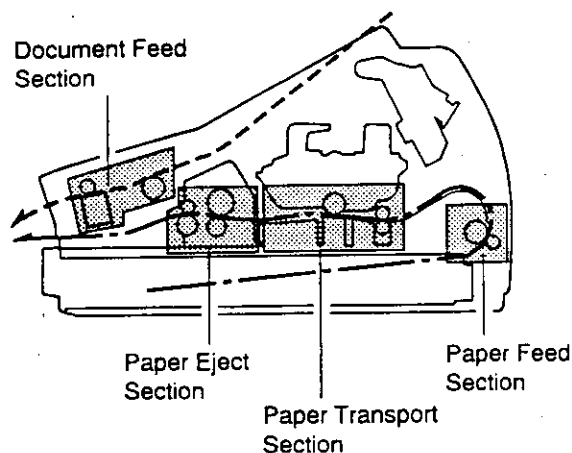
Paper Feed Section

Clearing a Document Jam

(1) Slide the Release Latch on the right side of the facsimile machine to the front and open the Operation Panel.

(2) Remove the jammed document.

Document

Operation Pan

Release Latch
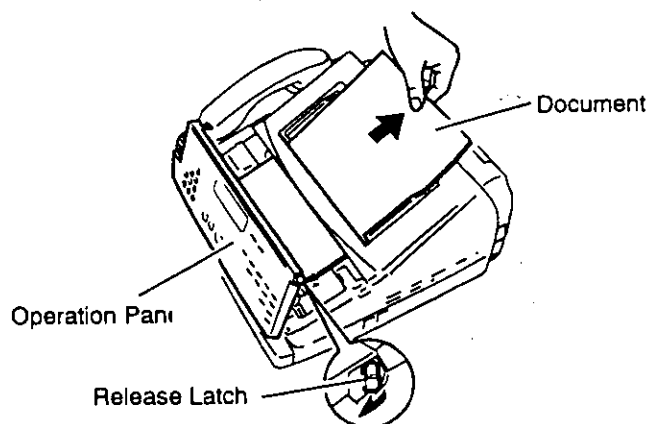
Clearing a Recording Paper Jam (Paper Feed Section)

(1) Open the Rear Cover

(2) Remove the jammed recording paper.

Recording Paper

Rear Cover
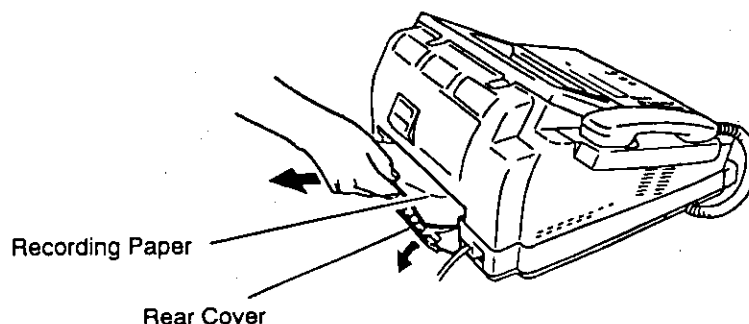
3. PAPER JAMS

Clearing a Recording Paper Jam (Paper Eject Section)

(1) Remove the Process Unit from the facsimile machine.

> **WARNING:**
> * Do not touch or damage the drum surface.
> * When placing the Process Unit on a table, place it on a sheet of paper spread on the flat surface to avoid damage to the drum surface.
> * Damage to or dirt on the drum surface will result in poor print quality. The drum surface cannot be cleaned.
> * Wrap the removed Process Unit in black cloth to prevent the drum from being exposed to light.

(2) Lift the Fuser Release Lever and pull out the jammed paper.

> **CAUTION:**
> Note that the Fuser Unit could be extremely hot.
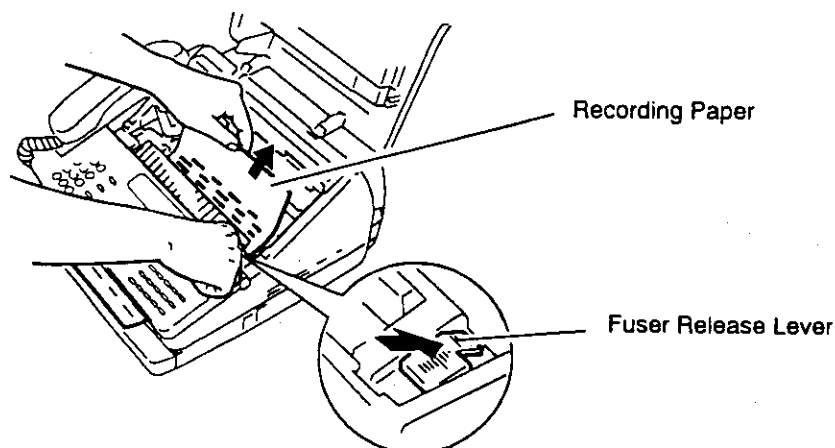
Recording Paper

Fuser Release Lever

NOTES • The first sheet of paper may be soiled after clearing a paper jam.
• Toner on the paper has not been fixed. Be careful not to stain your clothes, furniture, or other items with toner since toner cannot be removed easily. Toner is not harmful to the human body. However, if any toner sticks to your clothes, wash it away immediately using cold water.

(1) Spread a sheet or paper on a table and place the Process Unit on the sheet. Remove the tape and pull out the film horizontally while holding the top of the Process Unit.

NOTES
- *Do not stand the Process Unit on end or turn the Process Unit upside down to avoid toner leaking out the cartridge after removing the film.*
- *Toner might stick to the film. Avoid toner sticking to your clothes, furniture, or other items since toner cannot be removed easily. Toner is not harmful to the human body; however, if any toner sticks to you clothes, wash away the toner immediately using cold water.*
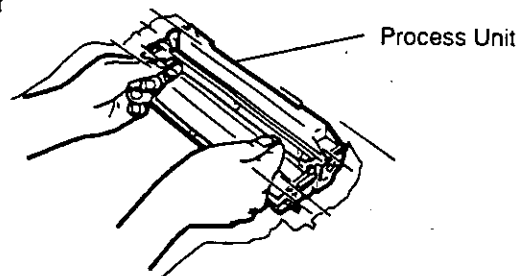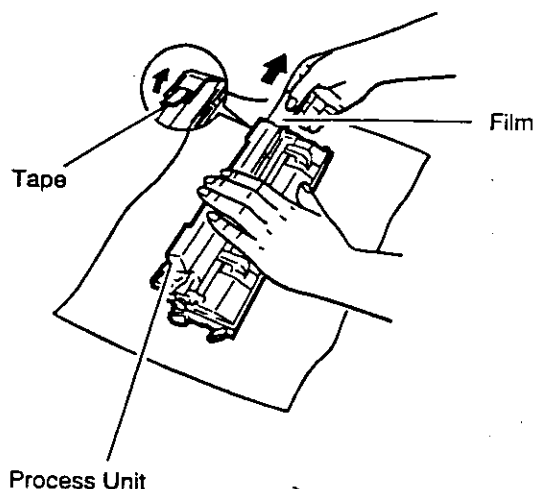
(2) Shake the Process Unit horizontally four or five times.

(3) Move the Process Unit Lock Lever to align the projections on the Process Unit with the grooves inside the facsimile and install the Process Unit.
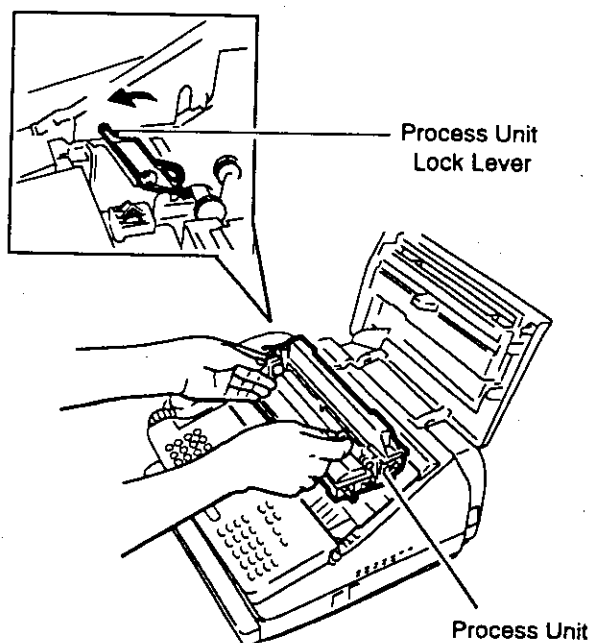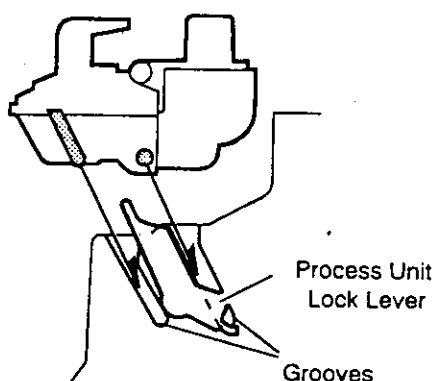
(4) When the Process Unit is installed, the Process Unit Lock Lever is moved to the rear. Pull the Process Unit Lock Lever forward again to lock the Process Unit to the facsimile.
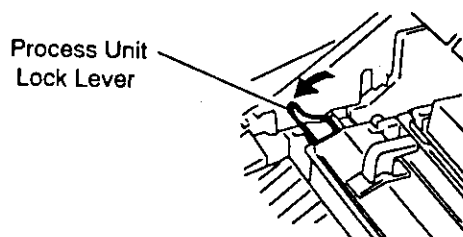
(5) Close the Document Guide, Operation Panel, and Top Cover.

118

Loading Recording Paper

Follow the procedure below to load Letter/Legal-size recording paper:

(1) Pull the Cassette out to the front.

Letter/Lega-size
Paper Cassette
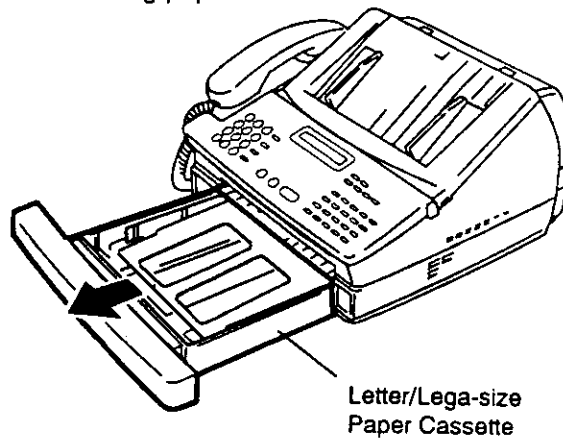
(2) Press down the Cassette Plate until
it clicks.

Cassette Plate
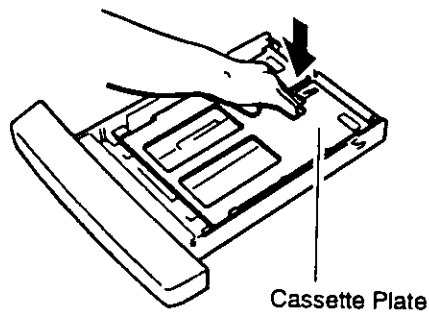
(3) Adjust the Divider to the size of the
recording paper.

Letter-size Paper:

Install the Divider into the grooves of
the front side as follows.
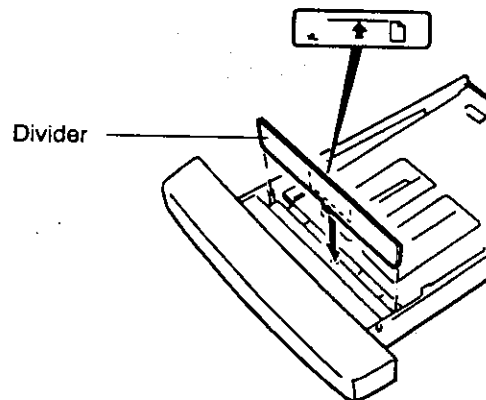
Divider

Legal-size Paper:

Remove the Divider from the cas-
sette.

Divider
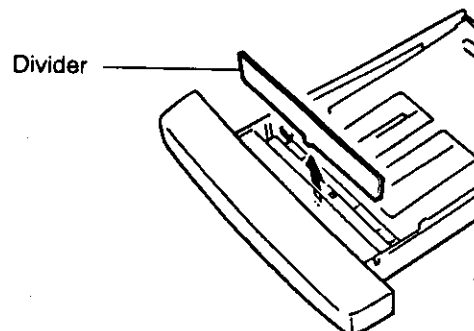
1. CLEANING THE FACSIMILE MACHINE

Clean the inside of the facsimile regularly to ensure the optimum print quality. This section describes proper cleaning procedures.

> **CAUTION:**
> **Before cleaning, be sure to unplug the power cord from the AC outlet.**

NOTES • *Note that the data stored in the memory will be cleared when the power cord is unplugged.*
• *Check to see if any data received has been stored in the memory due to an error condition. If such data exists, clear the error condition and print out all the received data before you unplug the power.*
• *Toner is not harmful to the human body. However, if any toner sticks to your clothes, wash it away immediately using cold water.*

Intervals and Places for Cleaning

(1) When you replace the toner cartridge (every 1,500 pages printed *1), clean the following:
  • Transfer Charger
  • Paper Guide

(2) When you replace the Process Unit (every 8,000 to 10,000 pages printed) and Cleaning Pad, clean the following:
  • Transfer Charger
  • Paper Guide
  • Laser Beam Mirror

(3) Clean the following places every month or so:
  • Scanner Surface (glass)
  • White Roller

1: Based on a 4% original, actual yield may vary depending upon originals.
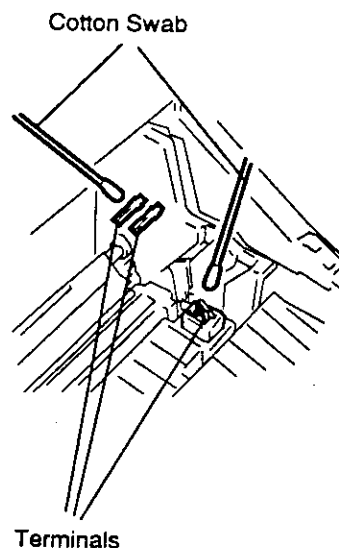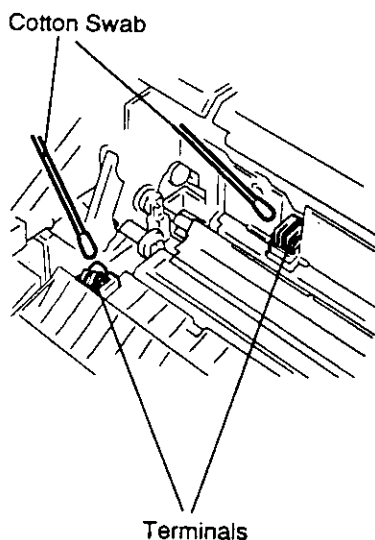
Periodic Cleaning

(1) Transfer Charger

Remove the Process Unit from the facsimile machine.

> **WARNING:**
> • **Do not touch or damage the drum surface.**
> • **When placing the Process Unit on a table, place it on a sheet of paper spread on the flat surface to avoid damage to the drum surface.**
> • **Damage to or dirt on the drum surface will result in poor print quality. The drum surface cannot be cleaned.**
> • **Wrap the removed Process Unit in a black cloth to prevent the drum from being exposed to light.**
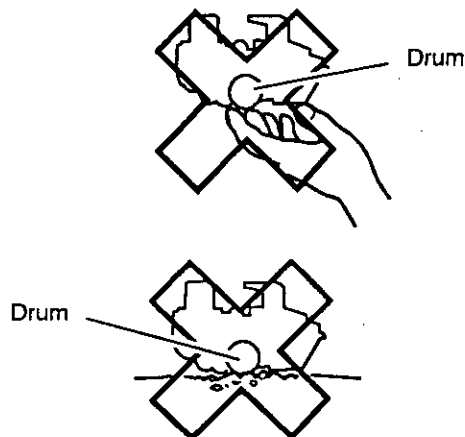
1. CLEANING THE FACSIMILE MACHINE

(2) Paper Guide

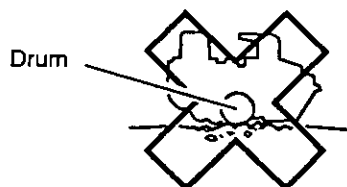Remove the Process Unit from the facsimile.

Drum

Drum

> **WARNING:**
> - Do not touch or damage the drum surface.
> - When placing the Process Unit on a table, place it on a sheet of paper spread on the flat surface to avoid damage to the drum surface.
> - Damage to or dirt on the drum surface will result in poor print quality. The drum surface cannot be cleaned.
> - Wrap the removed Process Unit in a black cloth to prevent the drum from being exposed to light.

Upright the Paper Guide and clean the area underneath and around the Paper Guide using dry cloth.

Paper Guide
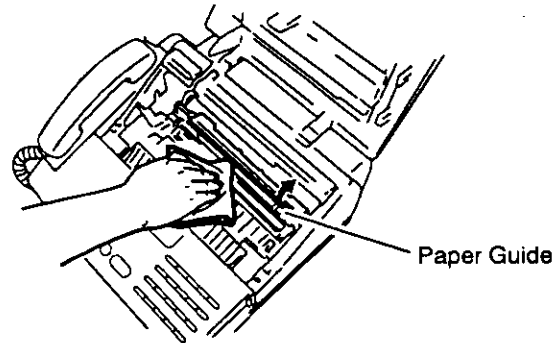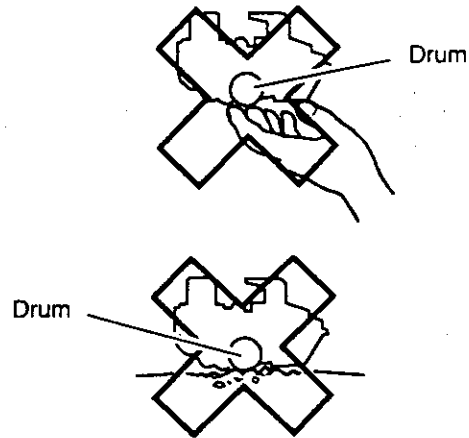
(3) Laser Beam Mirror

> **WARNING:**
> The Laser Beam Mirror should be cleaned promptly. If the Top Cover is left open for extended periods, the drum's photosensitive properties may be affected, resulting in abnormally light or dark print areas or decreased service life of the Process Unit.

Open the Top Cover and clean the back side of the Laser Beam Mirror using a cotton swab.

> **WARNING:**
> Take care not to apply much pressure to the Laser Beam Mirror when cleaning.

Laser Beam Mirror

Cotton Swab

124
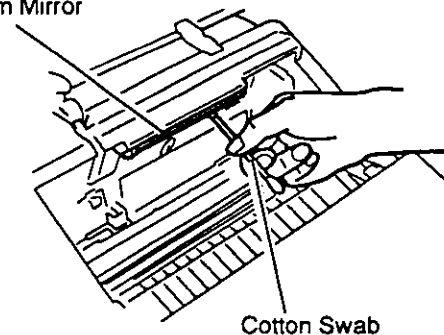
1. CLEANING THE FACSIMILE MACHINE

Other Cleaning Points

(1) Terminals under the Process Unit (when the print is blurred)

Remove the Process Unit from the facsimile machine.

WARNING:
- Do not touch or damage the drum surface.
- When placing the Process Unit on a table, place it on a sheet of paper spread on the flat surface to avoid damage to the drum surface.
- Damage to or dirt on the drum surface will result in poor print quality. The drum surface cannot be cleaned.
- Wrap the removed Process Unit in a black cloth to prevent the drum from being exposed to light.

Drum

Drum
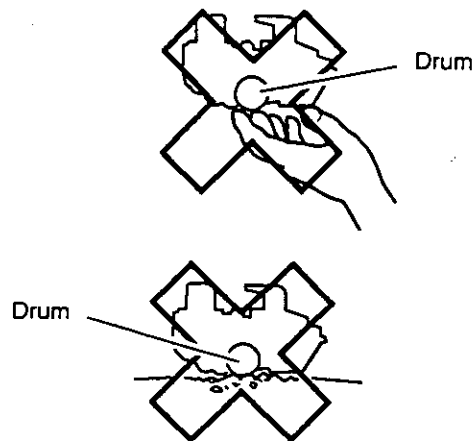
Clean the silver terminals on the inner side of the facsimile machine using a cotton swab.

Cotton Swab

Cotton Swab

Terminals

Terminals

2. REPLACING CONSUMABLES

NOTE: When replacing consumables, always clean the facsimile machine referring to the section "6.1. Cleaning the Facsimile Machine."

Replacing the Process Unit

(1) Open the Top Cover.

(2) Move the Process Unit Lock Lever toward the back of the facsimile machine and remove the Process Unit.

NOTE: Used Process Units should be disposed of as nonhazardous incombustible materials.

Process Unit
Lock Lever

Process Unit

WARNING:
- Do not touch or damage the drum surface.
- When placing the Process Unit on a table, place it on a sheet of paper spread on the flat surface to avoid damage to the drum surface.
- Damage to or dirt on the drum surface will result in poor print quality. The drum surface cannot be cleaned.
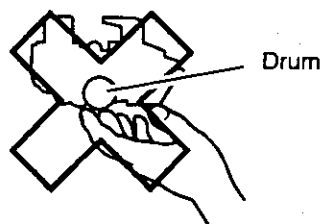
Drum

WARNING:
The Process Unit should be installed promptly. If the Process Unit is left outside the facsimile machine for extended periods, the drum's photosensitive properties may be affected, resulting in abnormally light or dark print areas or decreased service life of the Process Unit.

Drum

2. REPLACING CONSUMABLES

Replacing the Toner Cartridge

(1) Open the Top Cover.

(2) Move the Process Unit Lock Lever toward the back of the facsimile machine and remove the Process Unit.

> **WARNING:**
> - **Do not touch or damage the drum surface.**
> - **When placing the Process Unit on a table, place it on a sheet of paper spread on the flat surface to avoid damage to the drum surface.**
> - **Damage to or dirt on the drum surface will result in poor print quality. The drum surface cannot be cleaned.**

> **WARNING:**
> **The Process Unit should be installed promptly. If the Process Unit is left outside the facsimile machine for extended periods, the drum's photosensitive properties may be affected, resulting in abnormally light or dark print areas or decreased service life of the Process Unit.**

Drum

Drum

(3) Tap the Toner Cartridge lightly to make the remaining toner in the cartridge drop in. While holding the Process Unit, pull the chip on the Toner Cartridge to release it from the Process Unit and slide the Toner Cartridge to remove.

NOTES
- *Some toner may remain in the Toner Cartridge. It is recommended to spread a sheet of paper under the Process Unit.*
- *Used Toner Cartridges should be disposed of as nonhazardous incombustible materials.*
- *Avoid toner sticking to you clothes, furniture, or other items since the toner cannot be removed easily. Toner is not harmful to the human body. However, if any toner sticks to your clothes, wash it away immediately using cold water.*

Toner Cartridge

Chip
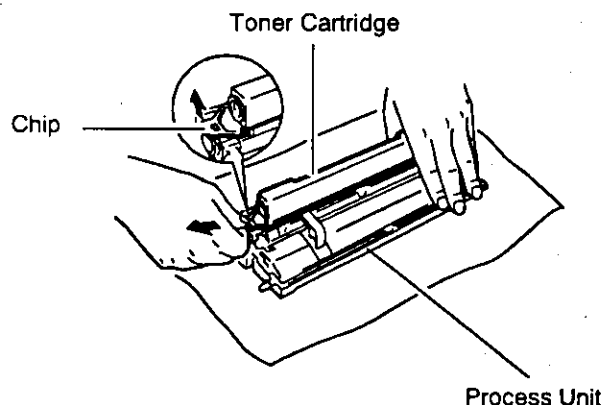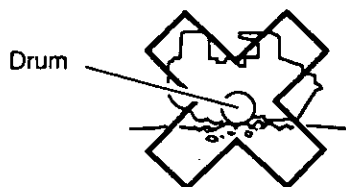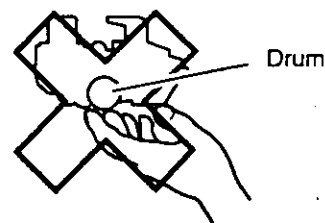
Process Unit

> **WARNING:**
> **Take care to keep the Process Unit away from hair dust.**

2. REPLACING CONSUMABLES

(7) Move the Process Unit Lock Lever toward the front of the facsimile machine. Align the projections on the Process Unit with the grooves inside the facsimile machine and install the Process Unit.

Process Unit
Lock Lever

Process Unit
Lock Lever

Grooves

Process Unit

(8) When the Process Unit is installed, the Process Unit Lock Lever is moved to the rear. Pull the Process Unit Lock Lever forward again to lock the Process unit to the facsimile machine.

Process Unit
Lock Lever

(9) Close the Top Cover.

1. Type

Type: Desktop Facsimile Machine

2. Scanning Section

Scanning Method: Contact Image Scanning Method

Effective Scan Width: 216 mm (8.5 inches)

Resolution:

Standard:	8 pels/mm x 3.85 lines/mm (203.2 pels/inch x 97.79 lines/inch)
Fine:	8 pels/mm x 7.7 lines/mm (203.2 pels/inch x 195.58 lines/inch)
Semi-super Fine:	8 pels/mm x 15.4 lines/mm (203.2 pels/inch x 391.16 lines/inch) (for Transmission only)

Maximum Document Size (width x length)

With Operator Attended: 216 x 1,000 mm (8.5 x 39.4 inches)
(Maximum length can be set to 10,000 mm by changing the parameter setting.)

With Operator Unattended: 216 x 381 mm (8.5 x 15 inches)

Minimum Document Size (width x length):   148 x 105 mm (5.83 x 4.13 inches)

Automatic Document Feeder: Up to 20 sheets (80 g/m^2 or 20 lbs.)

Document Thickness:

Single Sheet:	0.06 to 0.15 mm 48 g/m^2 to 120 g/m^2 (13 to 32 lbs.)
Multiple Sheets:	0.065 to 0.10 mm 60 g/m^2 to 105 g/m^2 (16 to 28 lbs.)

Halftone: 32 gradations

6. Power Requirements

Input Voltage: AC 100-120V (Allowed Range: 90-136V)

Power Frequency: 50/60 Hz (Allowed Range: 45-66Hz)

Power Consumption: Standby: xxA, xx W
Standby (Power Save Mode): xxA, xx W
Copying: Max. xxA, xx W

7. Ambient Conditions

Operating: Temperature: 10 to 35ºC (50 to 95ºF)
Humidity: 20 to 80% RH (Non-condensing)

Sound Power Level: Standby: 35 dB (A)
Transmission: 50 dB (A)
Reception: 50 dB (A)
(Measurement Method: ISO-7779)

8. Maintenance

Toner Cartridge Replacement: Approx. every 1,500 sheets

Process Unit Replacement: Every 8,000 sheets (max. 10,000)

Cleaning Pad Replacement: Every 8,000 sheets (max. 10,000)

9. Construction

External Dimensions
    Width: xxx mm (xx.x inches)
    Length: xxx mm (xx.x inches)
    Height: xxx mm (x.x inches)
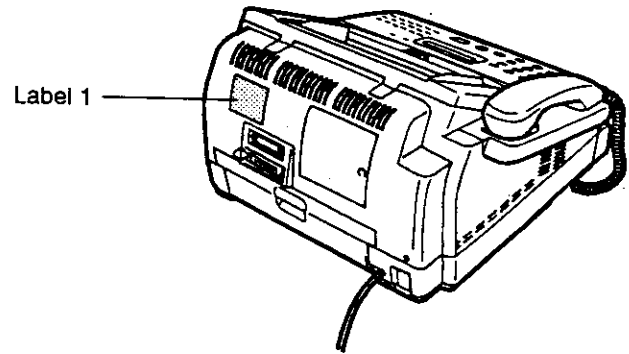   Weight: xx Kg (x.x lbs.)

10. Related Standards

Safety Standards: UL1950, 2nd Edition (1993)
CSA C22. 2 No. 950-89M (1989)

EMI: FCC Part 15 Class B

PTT: FCC Part 68
DOC CS03, Issue 7

11. Labels

Label 1

Label 1 ——————

3. Printing Section

Printing Method:

Laser Beam Scanning and Dryelectrophotogray
Laser: GaAlAs laser diode
Max. 5 mW, wavelength 780 nm
Photosensitive Drum: OPC drum
(Organic Photoconductor)
Fixing: Heat Fixing

Resolution:

300 dpi x 300 dpi max.

Warm-up Time:

Approx. 60 seconds at 23ºC (73ºF)

Recording Paper Size:

Letter or Legal

Recording Paper Weight:

60 to 102 g/m^2 (16 to 27 lbs.)

Recording Paper Cassette Capacity:

160 sheets (80 g/m^2 or 20 lbs.)

Effective Print Width:

208 mm (8.19 inches)

Effective Print Length:

A4:   288 mm (11.34 inches)

4. Network Requirements

Network Facility:

PSTN or PABX

Communication Method:

T.4/T.30 G3
9600 BPS, 7200 BPS, 4800 BPS, 2400 BPS, 300 BPS

Compatibility:

ITU-T (CCITT) Recommendation T.4 (Group 3)
ITU-T (CCITT) Recommendation T.30

Transmission Time:

14 seconds
(ITU-T (CCITT) No.1 chart, ECM memory transmission)

Communication Speed:

9600 BPS Automatic Fall-back

Memory:

400 K bytes

ECM:

Error Correction Mode as per ITU-T (CCITT) Recommendation T.30

Original Mode:

HHM (High-speed Halftone Mode)

5. Telephone

Dialing Method:

10 pps, 20 pps, Tone

13. Service Manual

2. REPLACING CONSUMABLES

Replacing the Cleaning Pad

(1) Slide the Release Latch on the right side of the facsimile machine and open the front panel to the front.

WARNING:
- The Cleaning Pad should be replaced promptly.
- If the Top Cover is left open for extended periods, the drum's photosensitive properties may be affected, resulting in abnormality light or dark print areas or decreasing service life of the drum unit.
- Take care so that dirt from the Cleaning Pad may not drop inside the facsimile machine.

---

(2) Open the Top Cover and the Document Guide. Move the Cleaning Pad to the right first and then remove it from its left side.

(3) Install a new Cleaning Pad by positioning its right side first.

Cleaning Pad   Fuser Unit

Release Latch

Document Guide
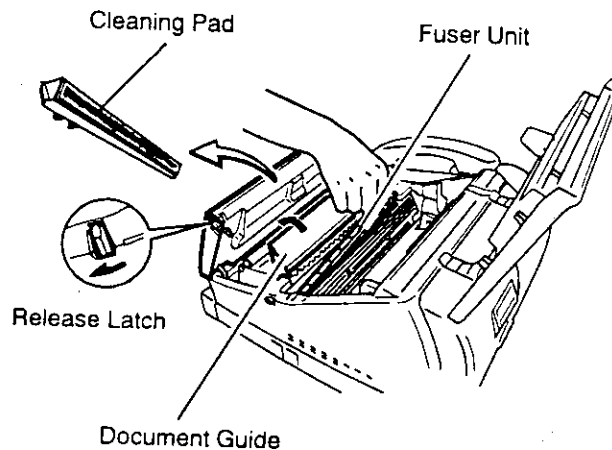
WARNING:
Note that the Fuser Unit could be extremely hot.

NOTES
- *Perform periodic cleaning each time you replace the Cleaning Pad. (Refer to the section "6.1. Cleaning the Facsimile Machine.")*
- *Used Cleaning Pads should be dumped in proper places where plastic items are to be dumped.*
- *Used Cleaning Pads are contaminated with toner. Avoid toner sticking to your clothes, furniture, or other items since the toner cannot be removed easily. Toner is not harmful to the human body. However, if any toner sticks to you clothes, wash it away immediately using cold water.*

(4) Close the Document Guide, Top Cover, and Operation Panel.

2. REPLACING CONSUMABLES

(4) Shake a new Toner Cartridge hori-
zontally four or five times.
Place the Toner Cartridge on the
Process Unit and slide it so that it will
lock to the Process Unit.

Toner Cartridge

Toner Cartridge

Process Unit

(5) Remove the tape and pull out the
film horizontally while holding the top
of the Process Unit.
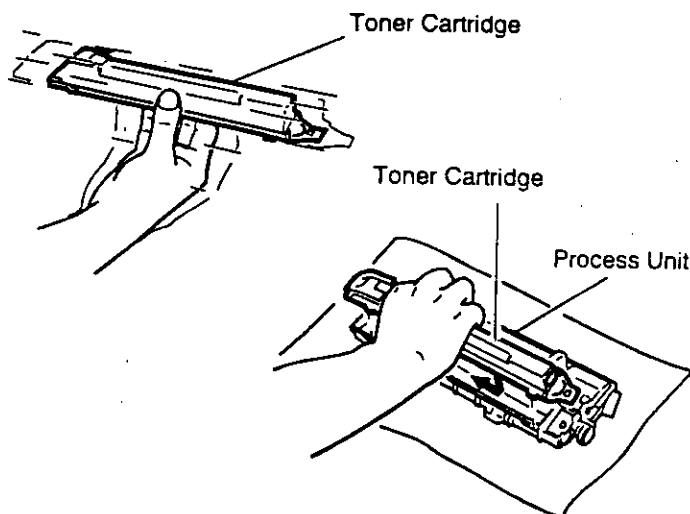
NOTES

- *Use only specified Toner Car-
tridges.*
- *Perform periodic cleaning each
time you replace the Toner Car-
tridge. (Refer to the section "6.1.
Cleaning the Facsimile Machine.")*
- *Do not stand the Process Unit on
end or turn the Process Unit upside
down to avoid toner leaking out of
the cartridge after removing the
film.*
- *Tone might stick to the film. Avoid
toner sticking to your clothes, furni-
ture, or other items since the toner
cannot be removed easily. Toner is
not harmful to the human body.
However, if any toner sticks to your
clothes, wash it away immediately
using cold water.*

Tape
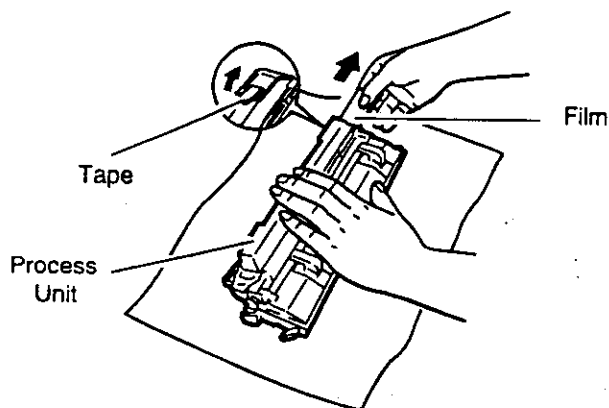
Film

Process
Unit

(6) Shake the Process Unit horizontally
four or five times.
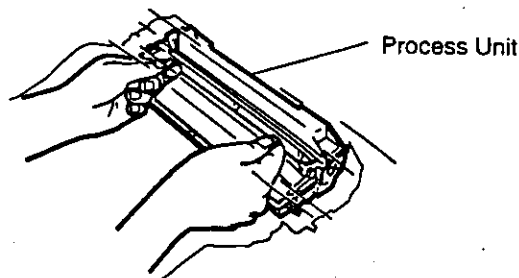
Process Unit

2. REPLACING CONSUMABLES

(3) Spread a sheet of paper on a table and place the Process Unit on the sheet. Remove the tape and pull out the film horizontally while holding the top of the Process Unit.

NOTES
- *Do not stand the Process Unit on end or turn the Process Unit upside down to avoid toner leaking out of the cartridge after removing the film.*
- *Tone might stick to the film. Avoid toner sticking to your clothes, furniture, or other items since toner cannot be removed easily. Toner is not harmful to be human body. However, if any toner sticks to your clothes, wash it away immediately using cold water.*

(4) Shake the Process Unit horizontally four or five times.

(5) Move the Process Unit Lock Lever toward the front of the facsimile machine. Align the projections on the Process Unit with the grooves inside the facsimile machine and install the Process Unit.

Film

Tape

Process Unit

Process Unit

Process Unit Lock Lever

Process Unit Lock Lever

Grooves
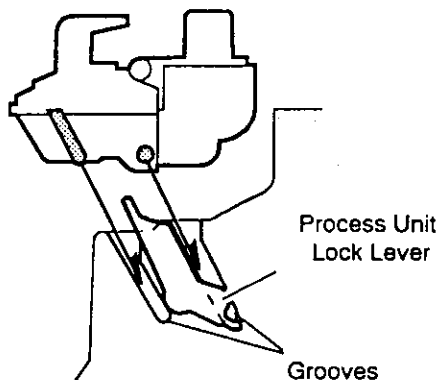
Process Unit

(6) When the Process Unit is installed, the Process Unit Lock Lever is moved to the rear. Pull the Process Unit Lock Lever forward again to lock the Process Unit to be facsimile.

(7) Close the Top Cover.

NOTE:
Perform periodic cleaning each time you replace the Process Unit. (Refer to the section "6.1. Cleaning the Facsimile.")

Process Unit Lock Lever
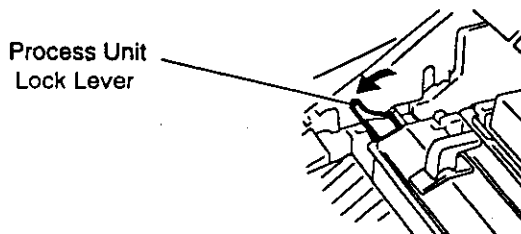
2. REPLACING COMSUMABLES

This section describes the replacement intervals and methods for consumables. The consumables for this facsimile machine are listed below.

(1) Items shipped with the facsimile machine
  - 1 Process Unit
  - 1 Toner Cartridge
  - 1 Cleaning Pad

(2) Process Unit Kit
  - 1 Process Unit
  - 1 Toner Cartridge
  - 1 Cleaning Pad

(3) Toner Set
  - 2 Toner Cartridges

Replacement Intervals

The following list shows the approximate intervals the consumables of the facsimile machine need to be replaced:

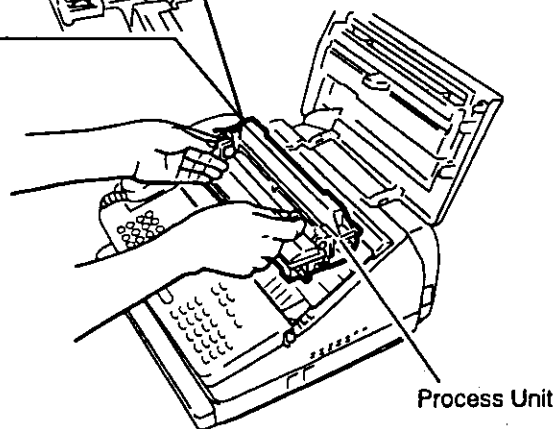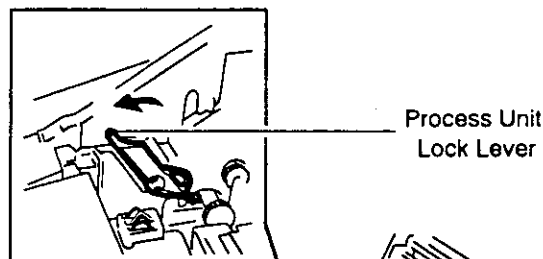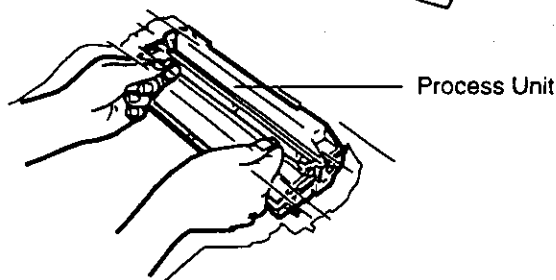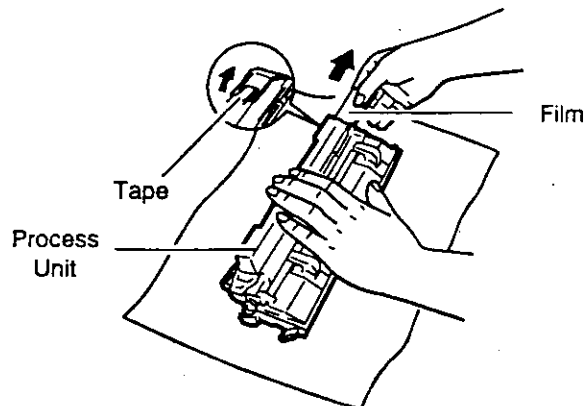| Consumables	Replacement Interval (Predicated Page Count)
Toner Cartridge	1,500 sheets (4% printing)
Process Unit	8,000 sheets (See "(2) Process Unit Replacement Intervals" below.)
Cleaning Pad	8,000 sheets (4% printing)

(1) Toner Cartridge Replacement Intervals

Replace the Toner Cartridge when the message "TONER EMPTY" appears on the LCD. If toner is running short, the message "TONER NEAR EMPTY" will appear on the LCD. About 50 more sheets of paper can be printed after this message is displayed, When "TONER LOW" is displayed on the LCD, make an order for a new Toner Cartridge.

NOTE: The number of sheets of paper each Toner Cartridge can print may be less than 1,500 depending on the contents to be printed.

(2) Process Unit Replacement Intervals

The warning message "PROC. UNIT NEAR END" will be displayed on the LCD after the Process Unit has printed 8,000 pages. This is a warning to indicate that once the remaining usable toner in the Process Unit has been depleted, no further printing will be possible. When printing is no longer possible, 'CHANGE PROCESS UNIT" will be displayed on the LCD.

NOTE: Should the "PROC. UNIT NEAR END" warning be displayed prior to a long weekend or holiday and more than 2,000 prints have occurred since the last Toner Cartridge was installed, immediate process kit replacement should be considered.

(3) Cleaning Pad Replacement Intervals

Replace the Cleaning Pad at the same time when you replace the Process Unit.

1. CLEANING THE FACSIMILE MACHINE

(4) Scanner Surface and White Roller

Slide the release latch on the right side of the facsimile machine to the front and open the Operation Panel.

Remove the White Roller in the following manner.

Operation Panel
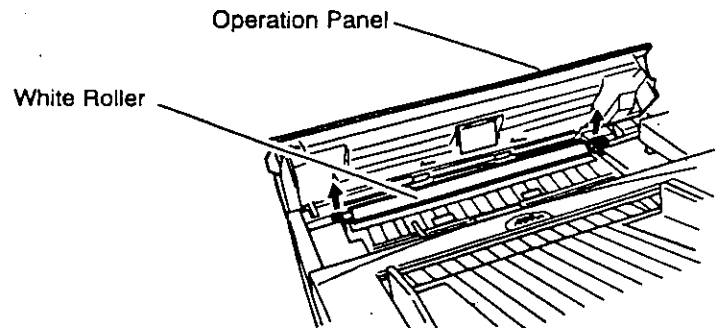
White Roller

Clean the glass surface of the scanner and the surface of the White Roller with a cloth. If very dirty, use a cloth dampened with mild soapy water. Dry with a second soft cloth.

Glass
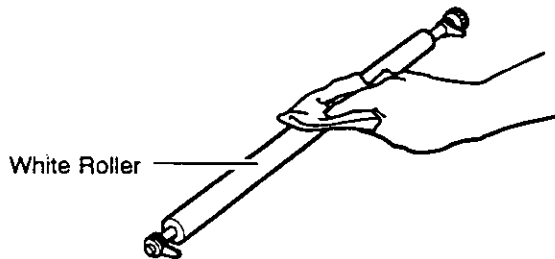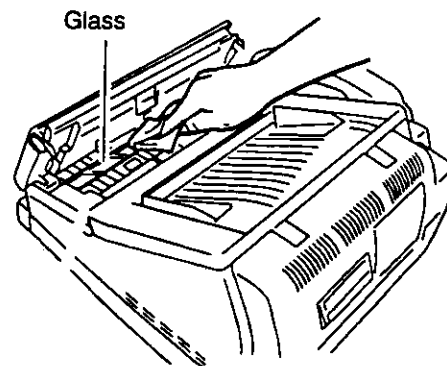
White Roller

Re-install the White Roller.

White Roller
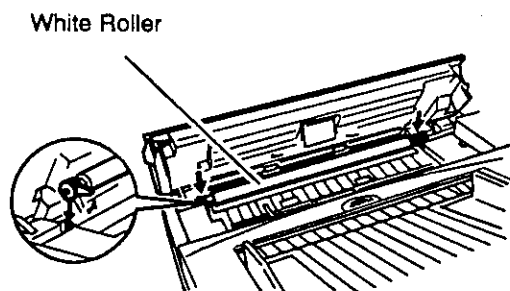
Close the Operation Panel.

1. CLEANING THE FACSIMILE MACHINE

Upright the Paper Guide.

Paper Guide
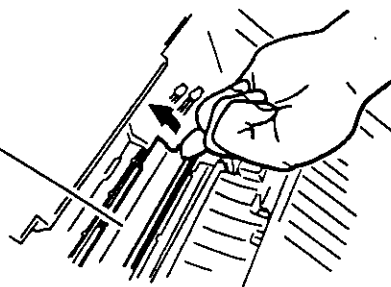
Release the hook on the right side of the Transfer Charger Unit and re- move the Transfer Charger Unit.

> **WARNING:**
> **Take care not to damage the Charger Wire.**
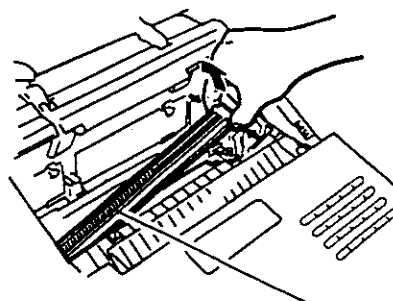
Transfer Charger Unit

Clean the front and back side of the Grid and the Transfer Charger Wire using a cotton swab.
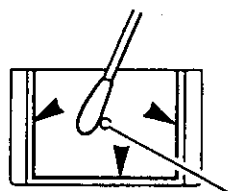
Cotton Swab

Grid

Cotton Swab

Transfer Charger Wire

Transfer Charger Wire

Insert the Transfer Charger Unit from the left side and secure the Transfer Charger Unit by the hook on the right side.

Transfer Charger Unit
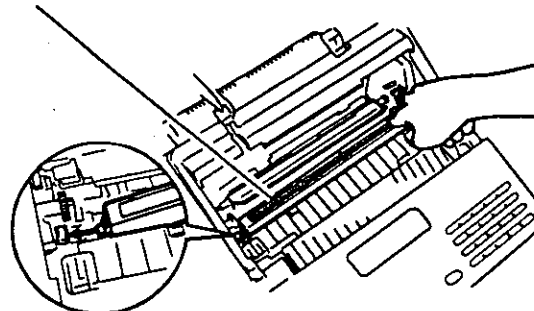
(4) Load reocrding paper.

Letter-size Paper:

Letter-size Recording Paper
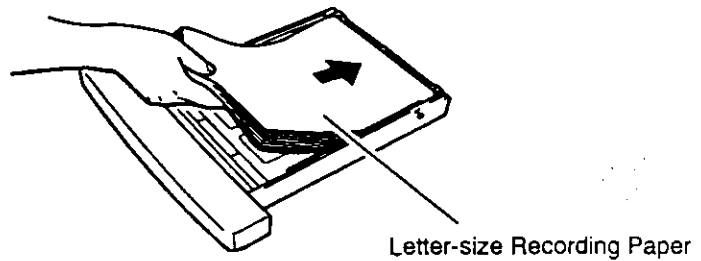
Legal-size Paper:

When using Legal-size paper, load the recording paper to the front and hook the paper.

Hook

Legal-size Recording Paper
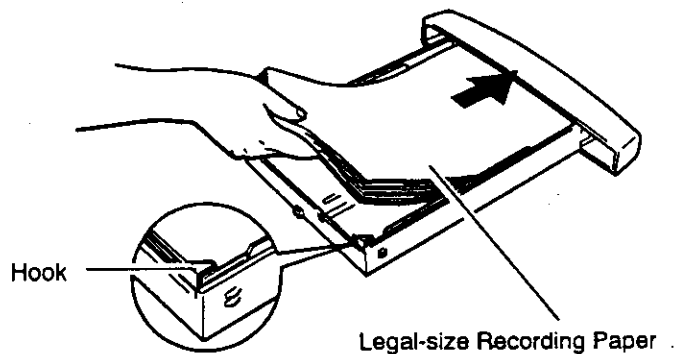
NOTES
- *Up to 160 sheets (80 g/m² or 20 lbs.) can be loaded into the Recording Paper Cassette.*
- *Do not pull out the Recording Paper Cassette while the facsimile is printing.*
- *Printed paper is ejected to the front of the facsimile and stacked onto the desk.*

Connecting the Handset

(1) · Make sure that the power cord is un-
plugged from the AC outlet.

(2) Connect the one end of the curl
cord to the handset.
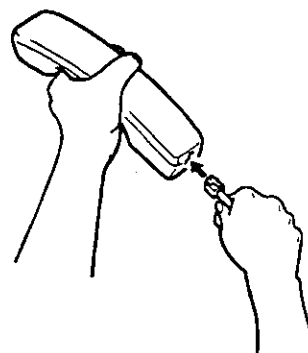
(3) Connect the other end of the curl
cord to the "HANDSET" connector
located onthe left side of the fac-
simile
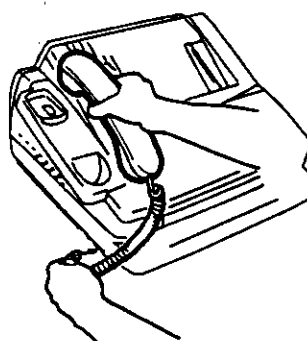
Connecting the Tel Line Cable

(1) Make sure that the power cord is un-
plugged from the AC outlet.

(2) Connect the Tel Line Cable to the
"LINE" connector on the left side of
the facsimile.
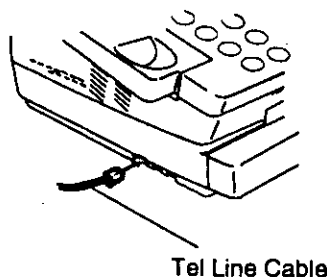
Tel Line Cable

NOTE

Before setting up, make sure that the power cord is unplugged from the AC outlet.

Installing the Cleaning Pad

(1) Open the Operation Panel by sliding the Release Latch on the right side of the facsimile to the front.

(2) Open the Top Cover and the Document Guide. Install the Cleaning Pad by pressing it against the right side and then lowering it into position.

(3) Fix the Cleaning Pad by pressing it to the left.
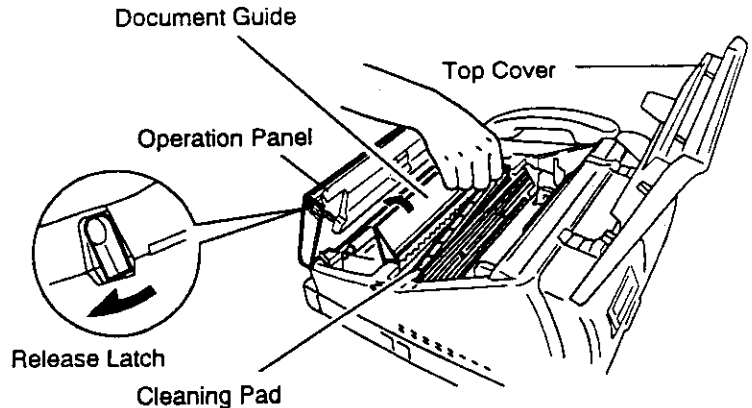
NOTE:
  Make sure that the Cleaning Pad is not removed when the tap is lifted up.

Document Guide

Top Cover

Operation Panel

Release Latch

Cleaning Pad

Installing the Process Unit

WARNING:
- **Do not touch or damage the drum surface.**
- **When placing the Process Unit on a table, place it on a sheet or paper spread on the flat surface to avoid damage to the drum surface.**
- **Damage to or dirt on the drum surface will result in poor print quality. The drum surface cannot be cleaned.**

Drum

WARNING:
The Process Unit should be installed promptly. If the Process Unit is left outside the facsimile for extended periods, the drum's photosensitive properties may be affected, resulting in abnormally light or dark print areas or decreased service life of the process unit.

Drum
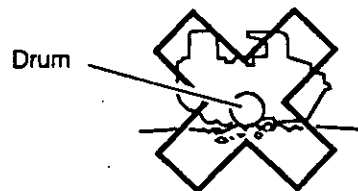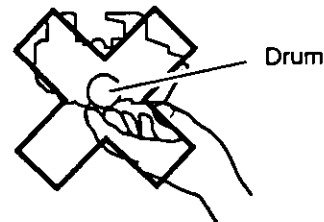
3. PAPER JAMS

(3) After clearing the recording paper jam, be sure to push the pushing points of the Rear Cover and close it.

NOTE: To clear the message "PAPER JAM," open the Top Cover and then close it.

Rear Cover
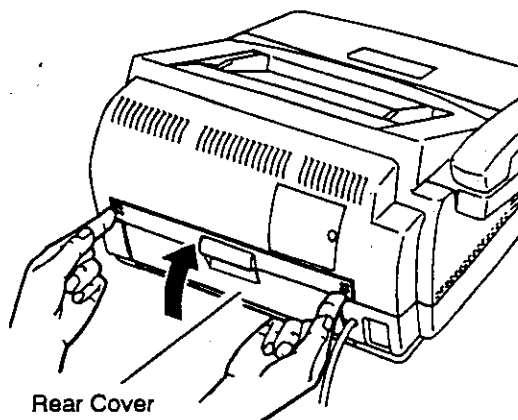
Clearing a Recording Paper Jam (Paper Transport Section)

(1) Remove the Process Unit from the facsimile machine.

> **WARNING:**
> * **Do not touch or damage the drum surface.**
> * **When placing the Process Unit on a table, place it on a sheet of paper spread on the flat surface to avoid damage to the drum surface.**
> * **Damage to or dirt on the drum surface will result in poor print quality. The drum surface cannot be cleaned.**
> * **Wrap the removed Process Unit in black cloth to prevent the drum from being exposed to light.**

(2) Upright the Paper Guide and pull out the jammed paper.

NOTES • The first sheet of paper may be soiled after clearing a paper jam.
      • Toner on the paper has not been fixed. Be careful not to stain your clothes, furniture, or other items with toner since toner cannot be removed easily. Toner is not harmful to the human body. However, if any toner sticks to your clothes, wash it away immediately using cold water.

Paper Guide

Recording Paper
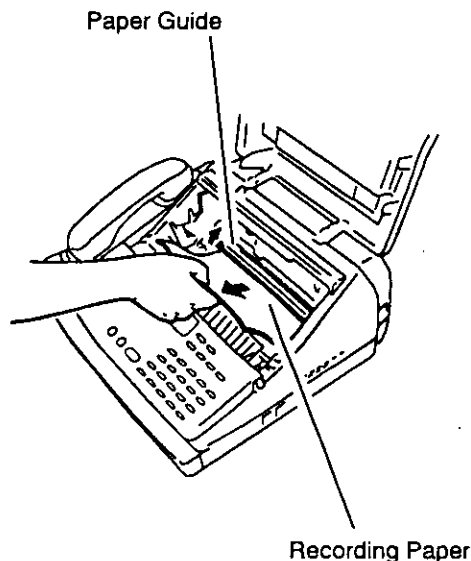
2. GENERAL PROBLEM SOLVING

Prior to calling for service and requesting for repairing, check the following points. If the problem persists, turn OFF the power and contact your dealer or service representative.

Symptom	Point to Check
The power does not turn on.	• Is the power cord properly plugged in? • Is the power correctly supplied? Check the power by connecting another electric appliance.
The document does not feed.	• Is the document torn or folded? • Are too many sheets loaded? A maximum of 20 sheets can be set in the document feed (depending on the thickness of paper).
No printing occurs on the other party's recording paper.	Is the document loaded face down?
The transmission results in an error.	• Is the other party's recording paper out or jammed? • If the line condition is not good, lower the transmission speed.

1. ERROR INDICATIONS

System Error Codes

A "System Error" is an error that will cause a critical condition to the system if the operation goes on without removing the cause of the error. If any System Error occurs, all the actions on the machine will stop and display the following message will be displayed in the LCD.

LCD: | SYSTEM ERROR   #-- |
                               └── System Error Code

Code	Error Name	Corrective Action
44	ROM Error	Turn off machine power, check communication lines, etc., and try again. If the problem repeats, call for service.
45	SRAM Error	
46	DRAM Error	
47	Gate Array Error, or other hardware errors	
48	CEP Error	

Communication Information Codes (Error Codes) Displayed and Printed

If a Communication Error occurs, the Error Code (Communication Information Code) is displayed in the LCD. This code is also printed in Reports.

Error Code	Cause	Correction
OK	The communication is completed normally.	
STOP	Canceled by the [STOP] key. Or the job was canceled by a canceling operation.	
001	Top Cover or Rear Cover open.	Close the cover.
002	Document Jam. Or the document is too long.	Remove the jam document and load it again. (See page 114.)
003	Reception Memory is full.	Obtain some capacity in the memory for a reception.
	Recording Paper Jam.	Remove the jammed paper (See pages 114 to 116.)

Function Overview as a Printer

This facsimile machine will function as a printer for a PC (personal computer) if set up with appropriate hardware (PC) and software (OS, Printer Driver), via TEC's exclusive GDI (Graphic Display Interface). It performs high-quality printing of characters and graphics. *For further details, see the Operator's Manual (Printer) edited separately and enclosed in the package carton.*

The following are main features:

1. High Speed Interface

From a PC (personal computer) with MS-WINDOWS™ installed, image data can be transferred to the printer via TEC's exclusive high-speed interface.

2. Monitoring the printer status on the PC

The current printer status can be monitored on the PC. The error status, various print modes, printer setting data, etc. can be displayed in the CRT by TEC's exclusive printer manager function.

3. Applicable PCs

This printer system supports PCs (personal computers) compatible with the IBM AT machine.

4. Background Printing (requiring an optional RAM board)

By adding an optional 2MB RAM board, an application software can be operated even when a printing job is under way on the printer.

Connecting the PC to the Facsimile Machine for Printer Functions

(1) Turn off the power to both your PC and facsimile machine.

(2) Plug in a Parallel Interface Cable Connector into the connector on the rear of the unit (the lower one of the two connectors). (The other end of this cable is connected to your PC.) *If you do not have a cable of this type, you need to purchase one.*

(3) Fasten the metal clips to the parallel interface cable.

If your parallel cable has a grounding wire, it is not necessary to attach it.
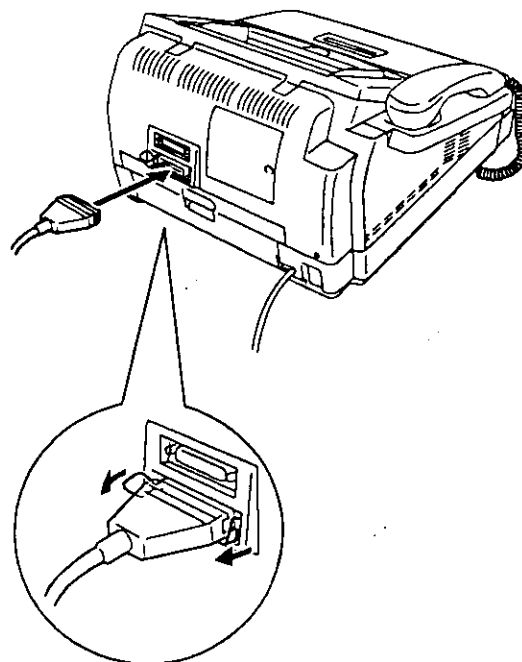
PC Transmission Operating Procedure

The facsimile machine first receives document data from the PC, once stores it in the Picture Memory, then sends it to the remote facsimile machine. The facsimile machine receives only the telephone/facsimile number and the document data from the PC. It is reserved as a background job, just as an ordinary transmission job reserved with documents scanned from the Document Tray.

	Operating Procedure, Description, Remarks	LCD Display
1	Receive documents to be transmitted to a remote facsimile machine. (No key operations on the facsimile machine are necessary.)	RECEIVING FROM PC
2	When data is stored into memory is completed, the screen to the right is displayed.	JOB ACCEPTED No.001
3	After 2 seconds, the display returns to the standby mode screen. When dialing begins and the phone line is acquired, the BUSY lamp blinks.	AUG-19 12:36 M 10%

NOTES

1. Since a PC Transmission job is to be reserved as a background job, a request for a PC Transmission will not be accepted while a communication is under way in the background.

2. When a communication error occurs in the facsimile machine, a TRANSMISSION REPORT will be issued with the "PC" printed in the Job Number field.
   Example) JOB NO. -------- 001 PC

3. Storage Memory: This is the memory used to store picture data for transmissions and/or receptions (i.e., Memory Transmission reservations and Substitute Reception reservations).

4. A maximum of 32 digits can be entered for the dialing number when transmitting from the PC.

Function Overview as a Fax Modem

This facsimile machine will function as a Class-1 fax modem of if it is connected to an IBM-compatible PC (personal computer), to provide PC Scanner, PC Transmission, and PC Reception functions. To use these functions, the application software "WinFaxPRO 3.0" must be installed on the connected PC to be connected.

Functions as a Fax Modem

Function Item	Description
PC Scanner (Image Scanner for PC)	Scans images using the image scanner of this facsimile machine and stores the data in the PC. The read data is recorded as received data in the application software "WinFaxPRO." The scanning resolution is 200x200 dpi.
PC Transmission (Fax Transmission from PC)	By transferring text data or picture data edited by the PC to this facsimile machine, the data is transmitted directly to a remote facsimile machine. The data can be transmitted in ECM as well.
PC Reception (Fax Reception to PC)	Facsimile data transmitted to this facsimile machine is transferred to the PC and the data is stored as a reception record in "WinFaxPRO." The received data can be displayed without printing on paper, or it can be printed later if necessary.

Connecting the PC to the Facsimile Machine for Fax Modem Functions

(1) Turn off the power to both your PC and facasmile machine.

(2) Connect the fax to your PC using a serial interface cable (type: _____) If you do not have a cable of this type, you need to purchase one.

(4) Tighten the knobs to serve the cable connector firmly to the connector on the facsimile machine********.
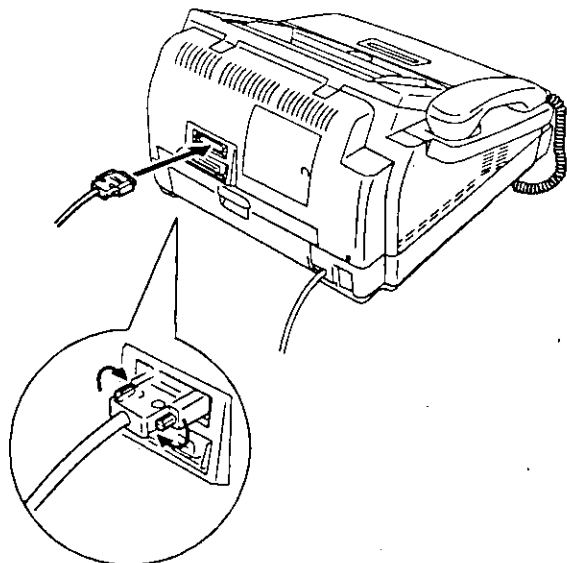
3. PRINT FORMAT OF EACH LIST OR REPORT

Broadcast Result Report

This report is automatically printed when a Manual Broadcast Report has been executed. It is also printed when power failure occurs prior to completing a Broadcast Transmission.

Telephone/Facsimile
Number of the Remote
Station

Information (Status Code)
OK: Successful Transmission
NG: A communication error occurred.
NT: No sending operation was made.

The location of the telephone/facsimile number in the facsimile machine memory.
ABBnn: Abbreviated Dial Number (nn = 01 to 70)
OTn: One-touch Key (n = 1 to 8)

```
     * * *   BROADCAST  RESULT  REPORT  * * *

     05-20-95   17:45          ID:12345678901234567890
                                  FACSIMILE SEC

  JOB No.: 001

  NO.   TELEPHONE NUMBER                       ENTRY          INFO

  01    0559472945                             ABB02            OK
  02    0437824567                                              NG
  03    0120030101                             OT4              OK
  04    0559565934                             ABB23            OK
  05    0120034324                             ABB70            OK
  06    031253897                                               NG
  07    0559763838                                              OK
  08    0559864234                             OT6              NG
  09    035677867                                               OK
  10    1111-23456789012345678901234567890 12                  OK
   .                          .                                  .
   .                          .                                  .
   .                          .                                  .
  19    035674545                                              NT
  20    0210038945                                             NT
```

3. PRINT FORMAT OF EACH LIST OR REPORT

Options Report (Parameter Setting Report)

```
*** OPTIONS REPORT ***
        10-05-95  19:02          ID:12345678901234567890
                                    TOSHIBA IRVINE

   USER OPTIONS

   NO.  CONTENTS                        NO.  CONTENTS

   01   ECM FUNCTION      ON            51   NOT USED
   02   CONFIRMATION      ON            52   NOT USED
   03   NOT USED                        53   NOT USED
   04   HEADER PRINT      ON            54   NOT USED
   05   RECEIVE FOOTER    ON            55   PAPER SEIZE       A4
   06   XMT SPEED         9600          56   DEFAULTS RES.     STD
   07   RCV SPEED         9600          57   COPY REDUCT.      96%
   08   NOT USED                        58   POWER SAVE        ON
   09   NOT USED                        59   NOT USED
   10   NOT USED                        60   NOT USED
   11   NOT USED                        61   CALENDAR     MM-DD-YY
   12   NOT USED                        62   LANGUAGE     ENGLISH
   13   NOT USED                        63   SCAN CONTRAST    MID
   14   NOT USED                        64   NOT USED
   15   NOT USED                        65   NOT USED
   16   NOT USED                        66   NOT USED
   17   NOT USED                        67   NOT USED
   18   NOT USED                        68   NOT USED
   19   NOT USED                        69   NOT USED
   20   DIAL METHOD       TONE          70   NOT USED
   21   REDIAL TIMES      05
   22   REDIAL INT.       1MIN
   23   TRAIN INT.        1MIN
   24   NOT USED
   25   INIT WAIT         3.0SEC
   26   PAUSE WAIT        4.0SEC
   27   ACCESS DIGIT      OFF
   28   ACCESS CODE    = 0000
   29   NOT USED
   30   NOT USED
   31   NOT USED
   32   NOT USED
   33   NOT USED
   34   NOT USED
   35   NOT USED
   36   CALLING TIMES     04
   37   AUTO DELAY        01
   38   RCV MODE       = TEL
   39   TEL DELAY         04
   40   DISTINCTIVE RING  A
   41   RMT ACTIVATION    OFF
   42   ACTIVATION CODE = **
   43   DEACTIVATION CODE=##
   44   FAX MONITOR TIME= 35
   45   SILENT DETECTION= 08
   46   PC TRANSFER DEF. OFF
   47   CNG DETECTION     ON
   48   NOT USED
   49   NOT USED
   50   NOT USED
```

3. PRINT FORMAT OF EACH LIST OR REPORT

Broadcast Group List

Broadcast Group Number
(GROUP1 or GROUP2)

Abbreviated Dial
Number
assinged to the
remote party

Group Name
(max. 15 characters)

Name of the
remote pary

Telephone/facsimile Number of the remote parties
composing the Broadcast Group (max. 10 remote
parties, max. 32 digits for each)

```
                    * * *  GROUP  LIST  * * *

           04-25-95  19:02          ID:12345678901234567890
                                       TTOSHIBA NEW JERSEY

    GROUP1    NAME:SALES GROUP

        NO.   ENTRY    NAME             TELEPHONE NUMBER

        01    ABB01    AAAAAAAAAAAAAAA   1111-12345678901234567890123456789 01
        02    ABB03    BBBBBBBBBBBBBBB   1111-12345678901234567890123456789 01
              .              .
              .              .
              .              .
        09    ABB05    CCCCCCCCCCCCCCC   1111-12345678901234567890123456789 01
        10    ABB07    DDDDDDDDDDDDDDD   1111-12345678901234567890123456789 01

    GROUP2    NAME:SERVICE GROUP

        NO.   ENTRY    NAME             TELEPHONE NUMBER

        01    ABB02    EEEEEEEEEEEEEEE   1111-12345678901234567890123456789 01
        02    ABB05    FFFFFFFFFFFFFFF   1111-12345678901234567890123456789 01
              .              .
              .              .
              .              .
        09    ABB05    GGGGGGGGGGGGGGG   1111-12345678901234567890123456789 01
        10    ABB70    HHHHHHHHHHHHHHH   1111-12345678901234567890123456789 01
        .
        .
        .

    GROUP3    NAME:DESIGN GROUP
        .
        .
        .

    GROUP4    NAME:SERVICE GROUP
        .
        .
        .
```

3. PRINT FORMAT OF EACH LIST OR REPORT

Pending Jobs List

A maximum of 12 jobs currently reserved in memory and not yet executed can be printed. No print will occur if no job is reserved in memory.

Time the job was reserved

Time Designation for a Delayed Transmission

Remote Party's Telephone Number or Name
ABBnn: Abbreviated Dial Number
OTn: One-touch Key
GROUPn: Broadcast Group Number
RELAYn: Relay Group Number.
Blank: Full Dial Number
("n" represents digits corresponding to each Abbreviated Dial Number, Group Number, or Relay Group Number.)

Communication Type

Job Number assigned to each pending job

Your machine's ID number

Your machine's ID name

```
          * * *   P E N D I N G   J O B S   L I S T   * * *

       04-25-95   19:02          ID:12345678901234567890
                                    ABCDEFGHIJKLMNOPQRSTUVWXY


   JOB NO.   CONTENTS          TIMER    ACCEPTED   REMOTE TELEPHONE NUMBER / NAME


   009      TRANSMISSION                 10:30    ABB44   TOKYO

   011      TRANSMISSION       22:30     10:35            034567890

   012      POLLING            10:30     10:50    ABB70   SHUZENJI

   013      BROADCAST                    20:00    GROUP2  FAX GROUP 2

   103      MANUAL BROADCAST             12:22

   113      RELAY REQUEST                12:50    RELAY4  NAGOYA GROUP

   115      TRANSMISSION                 16:30    OT03    SHIZUOKA OFFICE

   120      POLLING STANDBY              18:21
```

2. LIST/REPORT PRINT PROCEDURE

The following is the procedure to print each list or report that can be issued manually.

Operating Procedure, Description, Remarks	LCD Display
1 Press the FUNCTION key to display the screen on the right.	PROGRAM SET UP DATA
2 Press the REDIAL/PAUSE ▼ key twice to display the "REPORT" screen.	REPORTS
3 Press the START ◇ YES key to select the list/report operations mode.	ACTIVITY REPORT
4 Use the PUBLIC ▲ or REDIAL/PAUSE ▼ keys to scroll through the available screens to display the desired list/report to be printed. REDIAL/PAUSE ▼ ACTIVITY REPORT ↓ ↑ PENDING JOB LIST ↓ ↑ ABB DIAL LIST ↓ ↑ GROUP DIAL LIST ↓ ↑ RELAY GROUP LIST ↓ ↑ USER OPTIONS LIST ↑ PUBLIC ▲	
5 Press the START ◇ YES key to start printing the selected list/report.	WARMING UP ↓ PRINTING
6 When printing is completed, the machine returns to the standby status.	AUG-19 12:32 M100%

— NOTE —

The print format of each list or report is presented on the following pages.
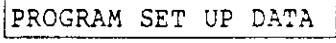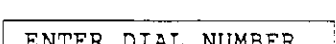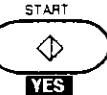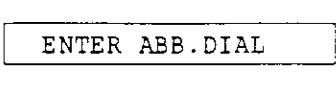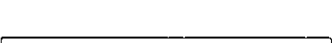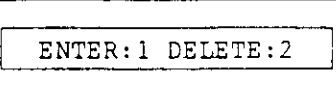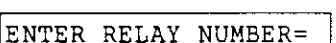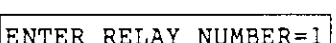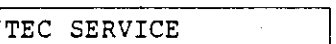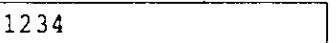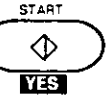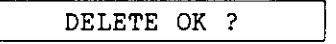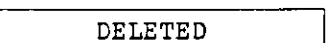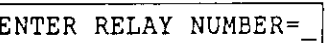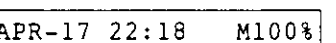
2. SET-UP PROCEDURE FOR EACH ITEM

■ Deleting Relay Groups

The following is the deletion procedure of Relay Groups.

	Operating Procedure, Description, Remarks	LCD Display
1	Press the FUNCTION Key to display the "PROGRAM SET UP DATA" screen.	PROGRAM SET UP DATA
2	Press the REDIAL/PAUSE ▼ key once to display the "ENTER DIAL NUMBER" screen.	ENTER DIAL NUMBER
3	Press the START ◇ YES key to display the "ENTER ABB. DIAL" screen.	ENTER ABB.DIAL
4	Use the REDIAL/PAUSE ▼ or PUBLIC ▲ key to scroll the display to the "ENTER RELAY DIAL" screen.	ENTER RELAY DIAL
5	Press the START ◇ YES key to select the ENTER RELAY DIAL operation mode.	ENTER:1 DELETE:2
6	Press the (2) key to select "DELETE" (Relay Dial Deleting) from the menu.	ENTER RELAY NUMBER=_
7	Enter the Relay Group Number of the relay group to be deleted using the Dial Keypad. Example: To delete Relay Group 1 press (1).	ENTER RELAY NUMBER=1
8	Press the START ◇ YES key to confirm the Relay Group subject to changes. The Relay Group name is displayed.	TEC SERVICE
	To delete the entire Relay Group setting data, go to Step 10. *Or, to delete only an individual End Group Number that belongs to the Relay Group, go to Step 9.*	
9	Using the PUBLIC ▲ or REDIAL/PAUSE ▼ keys, obtain the required End Group Number in the display. (Example: End Group No. 1234 is obtained.)	1234
10	Press the START ◇ YES key to display the confirmation messge.	DELETE OK ?
11	Press the START ◇ YES key to confirm the deletion.	DELETED
	After 1 second, the Relay Number entry screen obtained in Step 6 is displayed. Repeat Steps 7 through 11 for more Relay Group deletions, or go to Step 12 to complete the deletion procedure.	ENTER RELAY NUMBER=_
12	Press the STOP/RESET ⊝ key to exit and return to the standby status.	APR-17 22:18 M100%

2. SET-UP PROCEDURE FOR EACH ITEM

(Continued)

Operating Procedure, Description, Remarks	LCD Display
⑥ Press the ①️ key to select the ENTER (Relay Dial Setting) operation mode.	`ENTER RELAY NUMBER=_`
⑦ Enter a Relay Group Number (1 to 4) through the Dial Keypad. Example: To enter 1, press ①️.	`ENTER RELAY NUMBER=1`
⑧ Press the ◇ START/YES key to determine the Relay Group Number entry and to display the Relay Station entry screen.	`SET RELAY STATION=_`
⑨ Enter the Abbreviated Dial Number (01 to 70) assigned to the Relay Station that is to be set here. (Example: To enter 10, press ①️ ⓪.) *(NOTE 2)*	`SET RELAY STATION=10`
⑩ Press the ◇ START/YES key to determine the Relay Station setting and to display the name of the set Relay Station.	`TEC SERVICE`
⑪ Press the ◇ START/YES key to display the End Group Number entry screen.	`SET END STATION=_`
⑫ Enter an End Group Number (0000 to 1999). (Example: To enter 1234, press ①️ ②️ ③️ ④️ .)	`SET END STATION=1234`
⑬ Press the ◇ START/YES key to determine the End Group Number entered in the preceding step and to display the End Group Number entry screen again.	`SET END STATION=_`
⑭ *Repeat Steps 12 and 13 to enter more End Group Numbers (max. 4 groups in one Relay Group).* When the fourth End Group Number is entered, the Relay Group Name entry screen is displayed. (Or, the same is displayed by pressing the ◇ START/YES key when the less than four End Group Numbers are entered.)	`NAME:_`

2. SET-UP PROCEDURE FOR EACH ITEM

■ Inserting Additional Stations in Broadcast Group Set Data

Use the following procedure to add stations to a Broadcast Group already programmed with less than 10 stations.
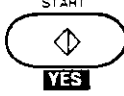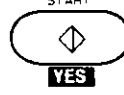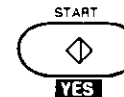
Operating Procedure, Description, Remarks	LCD Display
1 Press the ᶠᵁᴺᶜᵀᴵᴼᴺ Key to display the "PROGRAM SET UP DATA" screen.	`PROGRAM SET UP DATA`
2 Press the REDIAL/PAUSE ▼ key once to display the "ENTER DIAL NUMBER" screen.	`ENTER DIAL NUMBER`
3 Press the START ◇ YES key to display the "ENTER ABB. DIAL" screen.	`ENTER ABB.DIAL`
4 Press the REDIAL/PAUSE ▼ key once to display the "ENTER GROUP DIAL" screen.	`ENTER GROUP DIAL`
5 Press the START ◇ YES key to confirm the ENTER GROUP DIAL operation mode.	`ENTER:1 DELETE:2`
6 Press the ① key to select ENTER (Group Dial Setting) from the menu.	`SELECT GROUP BUTTON`
7 Press the appropriate Group Key (⊂⊃) to add stations. The screen to enter an Abbreviated Dial Number is displayed. Example: Press Group 1 Key.	`ABB:_`
8 Enter a preprogrammed 2-digit Abbreviated Dial Number. Example: To enter 25, press ② ⑤ .	`ABB:25`
9 After 1 second, the name of the entered Abbreviated Dial Number is displayed.	`TOSHIBA DALAS`
10 Press the START ◇ YES key to confirm the entry of the station.	`ABB:_           .`
11 Repeat Steps 8 through 10 to enter another station's telephone/fac-simile number using the Abbreviated Dialing method (max. 10 stations). With entries of less than 10 stations, you may go to Step 12 to close this station adding procedure. If the 10 station maximum is reached, the screen obtained in Step 12 is automatically displayed.	
12 Press the START ◇ YES key to complete the adding stations.	`ENTER GROUP NAME`

2. SET-UP PROCEDURE FOR EACH ITEM

■ Deleting an Entire Broadcast Group

The following is the procedure to delete all data programmed to one Broadcast Group Key.

Operating Procedure, Description, Remarks	LCD Display
1 Press the FUNCTION Key to display the "PROGRAM SET UP DATA" screen.	PROGRAM SET UP DATA
2 Press the REDIAL/PAUSE ▾ key once to display the "ENTER DIAL NUMBER" screen.	ENTER DIAL NUMBER
3 Press the START ◇ YES key to display the "ENTER ABB. DIAL" screen.	ENTER ABB.DIAL
4 Press the REDIAL/PAUSE ▾ key once to display the "ENTER GROUP DIAL" screen.	ENTER GROUP DIAL
5 Press the START ◇ YES key to display to select the ENTER GROUP DIAL operation mode.	ENTER:1 DELETE:2
6 Press the ② key to select DELETE (Group Dial Deletion) from the menu.	SELECT GROUP BUTTON
7 Press the appropriate Group Key (▭) to be erased. The name of the group is displayed. *(NOTES 1, 2)* Example: Press the Group 2 key.	SALES GROUP
8 Press the START ◇ YES key. The screen to confirm whether or not the deletion is to be executed is displayed.	DELETE OK ?
9 Press the START ◇ YES key to execute the deletion of the designated Group.	DELETED
10 After 1 second, the screen in Step 5 is displayed. (You may go on to another programming or deletion procedure. Or, go to Step 11 to complete this deletion procedure.)	ENTER:1 DELETE:2
11 Press the START ◇ YES key to exit this procedure and return to the standby status.	MAY-08 12:35 M100%

┌ NOTES ──────

1. If no name for the group has been programmed, the screen on the right displays the Group Number.

GROUP 2

2. If data is not programmed to the Group Key, the screen on the right is displayed for 1 second, followed by the screen in Step 10.

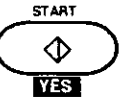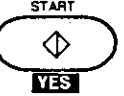 | NO ENTRY |
   |---|

2. SET-UP PROCEDURE FOR EACH ITEM

Broadcast Group Setting

■ Setting Broadcast Groups

A maximum of 4 Broadcast Groups can be set, and a maximum of 10 stations for each group. Preset Abbreviated Dial Numbers are used in programming the dial numbers.

	Operating Procedure, Description, Remarks	LCD Display
1	Press the **FUNCTION** Key to display the "PROGRAM SET UP DATA" screen.	PROGRAM SET UP DATA
2	Press the **REDIAL/PAUSE ▼** key once to display the "ENTER DIAL NUMBER" screen.	ENTER DIAL NUMBER
3	Press the **START ◇ YES** key to display the "ENTER ABB. DIAL" screen.	ENTER ABB.DIAL
4	Press the **REDIAL/PAUSE ▼** key once to display the "ENTER GROUP DIAL" screen.	ENTER GROUP DIAL
5	Press the **START ◇ YES** key to select the ENTER GROUP DIAL operation mode.	ENTER:1 DELETE:2
6	Press the (1) key to select ENTER (Group Dial Setting) from the menu.	SELECT GROUP BUTTON
7	Press one of the two Group Keys (▭▭▭). Example: Press the Group 1 key.	ABB:_
8	Enter a 2-digit Abbreviated Dial Number among those already preset. Example: To enter 25, press (2)(5). *(NOTE 1)*	ABB:25
9	After 1 second, the name of the entered Abbreviated Dial Number is displayed. *(NOTES 2, 3)*	TOKYO ELECTRIC
10	Press the **START ◇ YES** key to confirm the station entry.	ABB:_
11	Repeat Steps 8 through 10 to enter the next station to be included in the group (max. 10 stations. (When 10 stations are entered, the display automatically shows the screen in Step 12.)	
12	Press the **START ◇ YES** key to close station entry for the group.	ENTER GROUP NAME
13	After 1 second, the screen to the right is displayed.	NAME:_

2. SET-UP PROCEDURE FOR EACH ITEM

(Continued)

Operating Procedure, Description, Remarks	LCD Display
12 For linking the Abbreviated Dial Number data to a One-touch Key: Press the required One-touch Key. (If data was previously assigned to that One-touch Key, the new data will replace the old one.) If no linkage is desired or all One-touch Keys are in use: Press the (START / YES ◇) key.	SET COMPLETED SET COMPLETED
13 After 2 seconds, the machine returns to display the screen in Step 5, allowing you to program another Abbreviated Dial Number.	ENTER ABB NUMBER :_**
14 Press the (START / YES ◇) key to exit the setting mode and return to the standby status.	APR-19 19:32 M100%

NOTES

1. If the entered Abbreviated Dial Number is already programmed, the screen on the right is displayed with the preset dial number.

   TEL:177

2. If the entered Abbreviated Dial Number is already programmed, the screen on the right is displayed with name assigned to that number.

   NAME:WEATHER INFO.

3. For the facsimile/telephone number, a maximum of 32 digits can be entered. For the name, a maximum of 15 characters including blank spaces.

4. No names identical to any of those already programmed will be accepted. If such a name is entered, the screen on the right is displayed.
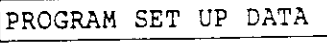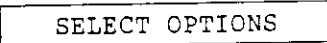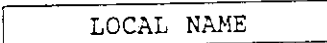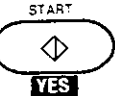
   ALREADY SET

5. A maximum of 8 remote parties can be linked to One-touch Keys (i.e., one remote party's number and name to each One-touch Key).
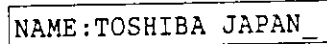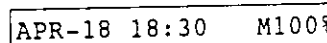
6. You can enter "✻" or "#" as part of a dial number.

7. The [PUBLIC] ▲ key can be used to program the first digit of a dial number. The meaning of this key varies in accordance with the Parameter No. 27 status selection, and it will be displayed in the LCD as in the table below.

| Parameter No. 27 Status	Display in LCD
OFF	Nothing is displayed.
REGISTER RECALL	R
EARTH RECALL	R
ACCESS DIGIT	0 – (programmable in Parameter No. 28)

2. SET-UP PROCEDURE FOR EACH ITEM

Your Station's ID Name (Logo) Setting

Operating Procedure, Description, Remarks	LCD Display
1 Press the FUNCTION key to display the "PROGRAM SET UP DATA" screen.	PROGRAM SET UP DATA
2 Press the START ◇ YES key to select the program set-up mode. The "SELECT OPTIONS" screen is displayed.	SELECT OPTIONS
3 Press the REDIAL/PAUSE ▼ key 6 times (or press the PUBLIC ▲ key once) to display the "LOCAL NAME" screen.	LOCAL NAME
4 Press the START ◇ YES key to select the LOCAL NAME set mode. The screen on the right is displayed.	NAME:_
5 Enter the ID name (max. 30 characters) using the Dial Keypad. *(NOTE 1)* Example: Enter "TOSHIBA JAPAN."	NAME:TOSHIBA JAPAN_
6 Press the START ◇ YES key to complete this setting procedure and return to the standby status.	APR-18 18:30 M100%

NOTES

1. For entering an ID name, the following keys can be used.

   • Numeric Keys ⓪ to ⑨ for numerical and alphabet character entries.

   • (#) Key to move the cursor to the right (used as a Space Key).

   • (*) Key to move the cursor to the left.

   • CANCEL Key to backspace and delete the digit value (used as a Backspace Key)
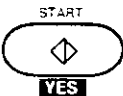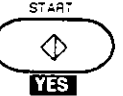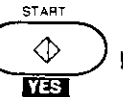
2. A maximum of 20 digits may be set for the ID number.

NOTE: The U.S. Federal Communication Commission (FCC) requires that anyone sending facsimile message must identify themselves (or company), give their telephone number (fax machine), and provide the date and time of the transmission. This information must be on the lead-edge of, at least, the first page of the fax transmission.

2. SET-UP PROCEDURE FOR EACH ITEM

Date and Time Setting

Operating Procedure, Description, Remarks	LCD Display
1 Press the FUNCTION key to display the "PROGRAM SET UP DATA" screen.	PROGRAM SET UP DATA
2 Press the START/YES key to select the program set-up mode. The "SELECT OPTIONS" screen is displayed.	SELECT OPTIONS
3 Press the REDIAL/PAUSE ▼ key 4 times (or press the PUBLIC ▲ key 3 times) to display the "DATE & TIME" screen.	DATE & TIME
4 Press the START/YES key to select the DATE & TIME set mode. The screen on the right is displayed.	MM-DD-YY HH:MM
5 Enter the current date and time values in 10 digits. *(NOTE 1)* Example: Enter the date April 28, 1995 and the time 9:45 a.m.: press ⓪④②⑧⑨⑤⓪⑨④⑤.	04-28-95 09:45
6 Press the START/YES key to complete this setting procedure and return to the screen obtained in Step 3. *(NOTE 2)*	DATE & TIME
7 Press the REDIAL/PAUSE ▼ key once to go on to the Station ID Number Setting procedure.	

NOTES

1. To correct a numeric value once entered, use the CANCEL key as a backspace key.

2. If non-existent date and time values are entered, the screen on the right is displayed for 1 second and return to standby status.

WRONG ENTRY
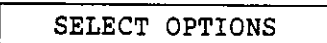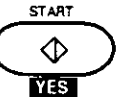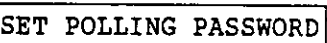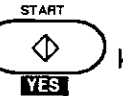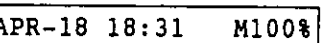
2. SET-UP PROCEDURE FOR EACH ITEM

Polling Password Setting

The password to be set here is required for Polling operations.
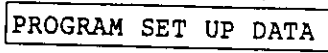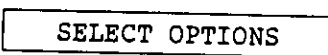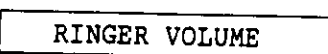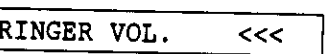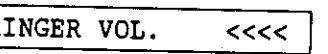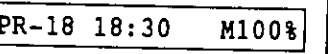
Operating Procedure, Description, Remarks	LCD Display
1 Press the ᶠᵁᴺᶜᵀᴵᴼᴺ key to display the "PROGRAM SET UP DATA" screen.	PROGRAM SET UP DATA
2 Press the ◇ (START/YES) key to select the program set-up mode. The "SELECT OPTIONS" screen is displayed.	SELECT OPTIONS
3 Press the REDIAL/PAUSE ▾ key 3 times to display the "PASSWORD SET" screen.	PASSWORD SET
4 Press the ◇ (START/YES) key to enter the PASSWORD SET mode. The screen "SET POLLING PASSWORD" is displayed.	SET POLLING PASSWORD
5 Press the ◇ (START/YES) key to determine the SET POLLING PASSWORD operation mode. The screen on the right is displayed.	PASSWORD: _---
6 Enter a 4-digit code as Polling Password through the Dial Keypad. (The code may consists of all 4 numeric digits, or it may be ✻✻✻✻ (but not ####). If ✻✻✻✻ is set here, no password checking will occur in Polling Standby operations.) Example: To enter 3445, press ③ ④ ④ ⑤.	PASSWORD: 3445
7 Press the ◇ (START/YES) key to complete this setting procedure and return to the standby status.	APR-18 18:31 M100%

2. SET-UP PROCEDURE FOR EACH ITEM

Ringer Volume Setting

The ringer volume can be set to one of four levels.

Operating Procedure, Description, Remarks	LCD Display
1 Press the FUNCTION key to display the "PROGRAM SET UP DATA" screen.	PROGRAM SET UP DATA
2 Press the START ◇ YES key to select the program set-up mode. The "SELECT OPTIONS" screen is displayed.	SELECT OPTIONS
3 Press the REDIAL/PAUSE ▼ key once to display the "RINGER VOLUME" screen.	RINGER VOLUME
4 Press the START ◇ YES key. The riner volume screen is displayed and current volume is heard for 2 seconds. (The number of the < symbols indicate the volume level. Level 4 is the maximum level.)	RINGER VOL. <<<
5 Change the ringer volume to the desired level using the REDIAL/PAUSE ▼ or PUBLIC ▲ keys. *(NOTE 1)* Use REDIAL/PAUSE ▼ to turn the volume down 1 level. Use PUBLIC ▲ to turn the volume up 1 level. (When the keys are pressed, the ringer volume is generated for 2 seconds.) Example: Press the REDIAL/PAUSE ▼ key twice.	RINGER VOL. <<<<
6 Press the START ◇ YES key to confirm the ringer volume level designated in the preceding step. The machine returns to the standby status.	APR-18 18:30 M100%

NOTES

1. The following are the 4 levels of the ringer volume:

<	...	Ringer OFF
<<	...	Small
<<<	...	Medium
<<<	...	Large

2. SET UP PROCEDURE FOR EACH ITEM

Parameter Item Table *(Continued)*

Parameter No.	Parameter Item, Description	Selective Options
40	**DISTINCTIVE RING** Automatically switches the line to facsimile reception upon detecting the appropriate distictive ring pattern for a facsimile transmission (for U.S. and Hong Kong only).	OFF: Answers to all ring patterns. A: Answers to the Single Ring pattern. B: Answers to the Double Ring pattern. C: Answers to the Triple Ring pattern.
41	**RMT ACTIVATION** Remote Activation/Deactivation Function (which can activate/deactivate a facsimile reception using the connected telephone dial keypad)	ON: Possible OFF: Not possible
42	**ACTIVATION CODE =** Enter the Remote Activation Code in two digits using MF signals.	✳ ✳
43	**DEACTIVATION CODE =** Enter the Remote Deactivation Code in two digits using MF signals.	# #
44	**FAX MONITOR TIME =** Enter the length of time in sceonds (2 digits that the unit will monitor for CNG (calling tone) while set for TAD/FAX Automatic Switching Mode.	35 (seconds)
45	**SILENCE DETECTION =** Enter the time length in seconds (2 digits) before switching to fax reception when detecting silence during TAD recording in TAD/FAX Automatic Switching Mode.	08 (seconds)
46	**PC TRANSFER DEF.** Select whether the received facsimile data is automatically transferred to the PC or the data is printed.	ON: Transfers to PC. OFF: Prints at the facsimile machine.
47	**CNG DETECTION** Select whether a facsimile reception is to be performed on a CNG signal detection.	ON: Performed on a CNG detection. OFF: Not performed on a CNG detection.
55	**PAPER SIZE** Select the recording paper size to be used.)	LET: Letter-size LEGAL: Legal-size

2. SET UP PROCEDURE FOR EACH ITEM

Parameter Item Table (Continued)

Parameter No.	Parameter Item, Description	Selective Options
21	**REDIAL TIMES** Selects the times for automatic redial attempts to each address.	02: Twice 03: 3 times 04: 4 times 05: 5 times 06: 6 times 07: 7 times 08: 8 times 09: 9 times 10: 10 times
22	**REDIAL INIT.** (Redial Interval) Selects the time interval between the automatic redialings described in Parameter No. 21.	30SEC: 30 seconds 1MIN: 1 minute 2MIN: 2 minutes 3MIN: 3 minutes 10MIN: 10 minutes 20MIN: 20 minutes
23	**TRAIN INIT.** (Redial Train Initial) The interval after 3 consecutive dialings (1 dialing + 2 redialings) in case redialing of the same address is carried out.	1MIN: 1 minute 2MIN: 2 minutes 3MIN: 3 minutes 4MIN: 4 minutes 5MIN: 5 minutes 6MIN: 6 minutes 7MIN: 7 minutes 8MIN: 8 minutes 9MIN: 9 minutes 10MIN: 10 minutes
25	**INIT WAIT** (Initial Wait) Selects whether auto dialing starts after detecting a dial tone or after waiting a certain period (1 to 10 minutes).	DIAL T: Detects the dial tone. 3.0SEC: Waits 3.0 seconds. 4.0SEC: Waits 4.0 seconds. 5.0SEC: Waits 5.0 seconds. 6.0SEC: Waits 6.0 seconds.
26	**PAUSE WAIT** Selects whether the machine waits to detects a dial tone or waits a certain time length for each pause contained in the telephone number to be dialed.	TONE: Detects the dial tone. 3.0SEC: Waits for 3.0 seconds. 4.0SEC: Waits for 4.0 seconds. 5.0SEC: Waits for 5.0 seconds. 6.0SEC: Waits for 6.0 seconds.
27	**Recall Function** Selects the operation automatically performed by the [PUBLIC] key to access the outside line, according to the specifications of the telephone line exchanger to which this facsimile unit is connected.	ACCESS OFF: Not using this function REGISTER RECALL: Uses Register Recall, i.e., shortcircuits the line. EARTH RECALL: Uses Earth Recall, i.e., connects the line to the grounding. ACCESS DIGIT: Uses Access Digits, i.e., dails the number to be set in Parameter No. 28.
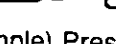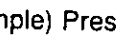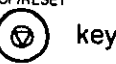
2. SET UP PROCEDURE FOR EACH ITEM

Parameter Setting

Options can be selected for fundamental functions of the facsimile machine, according to the user's requirements. The Parameter Item Table is presented on the following pages.

■ Parameter Setting Procedure

Operating Procedure, Description, Remarks	LCD Display
1 Press the FUNCTION key. The screen on the right is displayed.	PROGRAM SET UP DATA
2 Press the START ◇ YES key to display the "SELECT OPTION" screen.	SELECT OPTIONS
3 Press the START ◇ YES key to display the screen on the right.	PARAMETER NUMBER =__
4 Using the keys (0) to (9), enter the Parameter Number to be set. Example) To enter 01, press (0) (1) . *(NOTE 1)*	PARAMETER NUMBER =01
5 After 1 second, the desired function displays with the status previously selected.	ECM FUNCTION ON
6 Using the PUBLIC ▲ or REDIAL/PAUSE ▼ keys, the current status can be changed. Example) Press the REDIAL/PAUSE ▼ key.	ECM FUNCTION OFF
7 Press the START ◇ YES key to complete the status change for the designated item.	SET COMPLETED
8 After 1 second, the screen in Step 3 is displayed, allowing the Parameter Setting procedure for another item again.	PARAMETER NUMBER =__
9 *To change the status of another parameter item, repeat Steps 4 through 8.* *To complete the Parameter Setting procedure, go to Step 10.*	
10 Press the STOP/RESET ⊙ key to exit the setting mode and return to standby.	AUG-19 12:31 M100%

┌─ **NOTES** ──────────────────────────────

1. If a Parameter Number not accessible as a User Parameter item is entered in Step 4, the machine displays the screen on the right for 1 second and returns to the standby status.

   NOT USED

2. If a job is being processed using the Parameter item subject to the change, the display on the right is displayed in Step 7.

   CANNOT DO THIS NOW

1. BASIC SET-UP (PROGRAMMING) FLOW

When the required item is obtained and displayed, press the [START/YES] key to determine the mode selection.

Keys Used in Set-up Operations

The following are the keys used in programming operations.

Key to be Used	Functions
①②③ ④⑤⑥ ⑦⑧⑨ ⓪	Used to enter facsimile or telephone numbers. (These keys are also used to enter alphabet characters of remote station names. *See the next pages.*)
(#)	Used to advance the cursor to the right.
(*)	Used to return the cursor to the left.
START ◇ YES	Used to confirm the entered data or selected item.
STOP/RESET ⊘	Used to cancel the entire operation procedure and returns the machine to the standby mode.
REDIAL/ PAUSE ▼	Used to scroll the menu items in the forward direction.
PUBLIC ▲	Used to scroll the menu items in the backward direction.

NOTE

If the handset of the connected telephone is picked up (i.e., off-hook) or the (⊘) STOP/RESET key on the facsimile unit is pressed while programming is still under way, all the entered data will be cleared.

Reception Footer Format
(to be printed at the bottom of the recording paper of your facsimile unit)

```
15-07-93    12:56        ID=05597676921234                    P.01
```

| | Time of starting the transmission | Transmitting Station's ID Number; 20 digits (blank if not programmed) | Page Indication |

Date of reception:

The Day-Month-Year format is selected for this example.
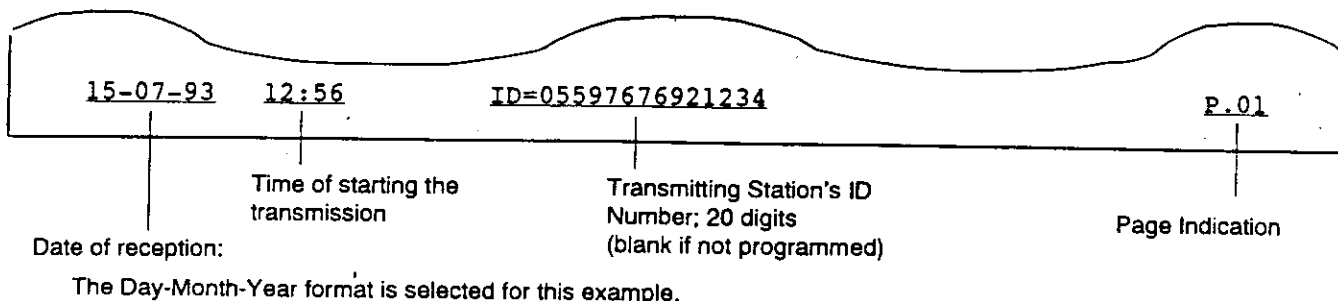
Distinctive Ringer Pattern Detecting Function

Some phone companies offer a service called "Distinctive Ring" which allows two phone numbers to be applied to one phone line. This permits the customer to issue on number as a voice line and the other as fax line. This facsimile unit will support this feature (in most areas). To identify which line is "active," the ringing pattern is altered by the phone company. Depending upon phone company specifications, this unit can answer as a telephone or a facsimile depending upon parameter setting.

■ Setting to activate the Distinctive Ringer Detection Pattern (Facsimile)

(1) Select one of the three detection patterns using Parameter No. 40 (DISTINCTIVE RING), *page 72*:
   A: Answers to the Singe Ring pattern.
   B: Answers to the Double Ring pattern.
   C: Answers to the Triple Ring pattern.

(2) Press the ᴿᶜᵛ ᴹᴼᴰᴱ key to switch the machine to the Automatic Reception mode.

■ Distinctive Ringer Pattern Detectiion Operation

The facsimile machine rings. If it is the ringer pattern for voice calls, the machine will keep ringing until the handset of the connected telephone is picked up. If It is the ringer pattern for facsimile transmissions, the machine will start reception of the transmitted data.

NOTES

1. This function is only effective in areas where "Distinctive Ring" is offered.

2. Even when the ringer pattern for facsimile transmission is received, the Automatic Reception will start only after the number of rings set in Parameter No. 37 (AUTO DELAY).

3. The Distinctive Ring Detection will be possible when either of TEL, TEL/FAX, and TAD/FAX is selected In Parameter No. 38 *(see page 72)*.

4. OTHER USEFUL FUNCTIONS

Chain Dialing Operation

This operation allows you to dial phone numbers that may require many digits. For example, long distance carriers and specialized access lines. You can combine sets of numbers (Keypad Dialing, Abbreviated Dialing, One-touch Dialing, and Alphabet Dialing) if you are using the machine with a Connected Telephone in Off-hook status.

▌ Example

The following shows an example of Chain Dialing Operation. Assume that Abbreviated Dial Number 20 is preset with a certain long distance carrier and that One-touch Key No. 4 is preset with the number 871112 (for the station name "HINO OFFICE").

	Operating Procedure, Description, Remarks	LCD Display
1	Pick up the handset of the Connected Telephone (telephone connected to the facsimile machine).	TEL
2	Press the ＡＢＢ/ＡＬＰＨＡ key on the facsimile machine.	ABB:_
3	Enter the required Abbreviated Dial Number. (Example: 20)	ABB:20
4	One second later, the remote station's ID name for the entered Abbreviated Dial Number ("HINO AREA" for the example here) is displayed and dialing begins. (If no name is preset, the telephone number is displayed instead.)	HINO AREA
5	Then a One-touch Key is pressed. Example: One-touch Key No. 4, preset with a remote party named "HINO OFFICE" and its telephone number 871112).	HINO OFFICE
6	When the line is connected, you may talk with the remote party.	HINO OFFICE
7	When talking is completed, return the handset to the on-hook position.	AUG-18 12:38 M100%

NOTES

1. A maximum of 64 digits may be entered in a Chain Dial operation sequence.

2. If the same One-touch Key is pressed twice consecutively, the second depression will be disregarded.

3. COMMUNICATION OPTIONS

This facsimile unit allows the combination of multiple communication options. Those communication options can be selected by pressing the $\frac{COMM}{OPTION}$ key to display the option menu. To prevent incorrect selections, the displayed menu shows these functions available to the users. Setting of each option is possible when the display shows the standby mode or when it shows the message "DOCUMENT READY" (displayed upon loading documents).

Communication Option List

The following table shows the title to be displayed in the LCD display when the option mode is obtained by using the $\frac{COMM}{OPTION}$, $\frac{PUBLIC}{}$ ▲, $\frac{REDIAL/}{PAUSE}$ ▼, and START ◇ YES keys.

Option Name	Title Displayed in LCD	Function Overview	Document Loading
Tray Transmission (See page 26.)	TRAY SEND	The document is directly sent from the Document Tray without storing it into memory.	Required
Manual Broadcast (See page 45.)	MANUAL BROADCAST	Manually designates multiple parties for transmission.	Required
Delayed Transmission (See page 42.)	TIMER TRANSMISSION	The transmission start time is selected.	Required
Relay Transmission (See page 49.)	RELAY TRANSMISSION	Manually designates Relay Station and End Relay Stations for a relay broadcast job.	Required
Mail Box	MAIL BOX		
Sending (See page 51.)	TX TO MAIL BOX	Sends documents to a Mail Box.	Required
Polling (See page 53.)	RX FROM MAIL BOX	Polls Mail Box documents.	Not required
Polling	POLLING		
Polling Reception (See page 55.)	POLLING RX	Performs polling reception.	Not required
Polling Standby (See page 54.)	POLLING STANDBY	Reserves a document for polling.	Required
Quality Transmission (See page 44.)	TX 4800BPS	Lowers the transmission speed for more reliable transmission.	Required

2. SYSTEM FUNCTIONS

Job Reservations and Dual Access Facility

This facsimile machine has a Dual Access Facility, which enables two different processes to function simultaneously. Possible process combinations are shown in the table on the next page.

Any reserved communication job will be executed in the background after accepting it with a Job Number assigned. To confirm the job being executed in the background, press the $^{JOB STATUS}$ key to display the remote station's ID, communication mode, etc. for 10 seconds. If no job is being processed in the background, the screen "NO JOB IN PROGRESS" is displayed for 2 seconds then the display regains the foreground process status. The foreground process status may be regained manually by pressing the (STOP/RESET) key before 10 seconds are passed.

Please refer to the list below to see the maximum number of jobs that can be reserved in memory.

- Memory Transmission
- Group Broadcast Transmission
- Polling Reception or Sending Standby
- Relay Transmission
- Sending to Mail Box
- Reservation of Sending from the PC

A maximum of any 10 jobs of these types *(NOTE 1)*

+

- Delayed Transmission
- Manual Broadcast Transmission

Only 1 job of either of the two types *(NOTE 2)*

NOTES

1. When 10 jobs of these communication types are already reserved and another Memory Transmission job is attempted, it will be processed automatically as a Memory Prohibit Transmission directly from the Document Tray. If a reservation of any other type of job (other than Memory Transmission) is attempted, it will be canceled.

2. When one job of Delayed Transmission or Manual Broadcast Transmission is reserved, all other reservations of these types will be canceled.

2. SYSTEM FUNCTIONS

Monitoring the Job Status in LCD Display

When a Memory Prohibit Transmission (Direct Document Transmission)or a Manual Reception is being executed, the LCD shows the on-going status.

However, the status of a reserved job or an Automatic Reception is not displayed until the job is being executed and signaled by blking the BUSY lamp. In thit case, to display the status of the job being executed in the background, press the ᴶᴼᴮ ˢᵀᴬᵀᵁˢ key. The display format itself is the same as the status displayed in the foreground. *(See the next section, next page.)*

Status of a Transmission Job

| TEL:761234 |

The number is being dialed.

| DIAL COMPLETE |

Dialing is completed and the line is being connected.

| +55912342423 |

The DIS (Digital Identification Signal, indicating the standard function of the receiving facsimile unit, such as G3 or G2) is received.

| ECM +55912342423 |

Picture image is being transmitted.

The remote station's ID: It is displayed when ID information is received as part of the communication. When no ID information is received, one of the following will be displayed instead:

When communicating using ECM

| ECM |

When not communicating in ECM

| GROUP3 |

This area will be blank during communications not performed in ECM.

| COMPLETED |

The transmission is completed. (Displayed for 2 seconds.)

Status of a Reception Job

| RECEIVING |

A receiving job is under way.

| +55912342423 |

The DIS (Digital Identification Signal, indicating the standard function of the sending facsimile unit, such as G3 or G2) is sent.

| ECM +55912342423 |

Picture image is being transmitted.
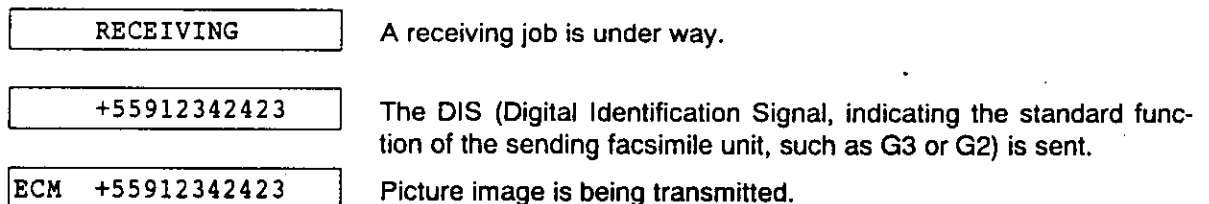
(Refer to the description for the same display items above.)
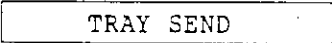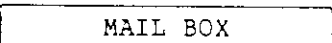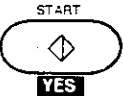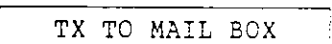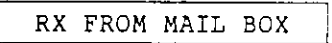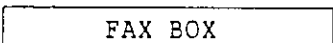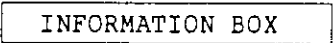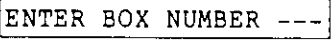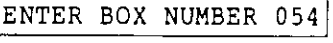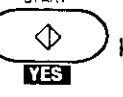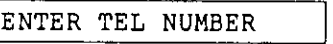
■ Polling Receiving Procedure

Operating Procedure, Description, Remarks	LCD Display
1. Press the OPTION/COMM key to display the "TRAY SEND" screen.	TRAY SEND
2. Use the PUBLIC/REDIAL ▼ or PAUSE ▲ keys to display the "POLLING" screen.	POLLING
3. Press the START/YES key to select the POLLING operation mode. The "POLLING RX" screen is displayed.	POLLING RX
4. Press the START/YES key to confirm the POLLING RX (Polling Receive) operation mode.	ENTER TEL NUMBER
5. Dial the facsimile number of the desired party by any of the dialing methods already described. (Group Keys cannot be used): • Keypad Dialing — See page 21. • Abbreviated Dialing — See page 21. • One-touch Dialing — See page 22. • Alphabet Dialing — See page 23. Example by Keypad Dialing Operation:	TEL:761234 START/YES
6. After 2 seconds, the Job Number assigned to this polling reception is displayed.	JOB ACCEPTED No.001
7. The display returns to the standby mode, but dialing will begin. Upon going on-line, the BUSY lamp begins to blink.	AUG-19 12:31 M100%

2. SYSTEM FUNCTIONS

■ Polling a document from FAX BOX or INFORMATION BOX (fin a remote "Hub" station)

Operating Procedure, Description, Remarks	LCD Display
1 Press the ᴄᴼᴹᴹ ᴼᴾᵀᴵᴼᴺ key to display the "TRAY SEND" screen.	TRAY SEND
2 Use the ᴾᵁᴮᴸᴵᶜ ▲ or ᴿᴱᴰᴵᴬᴸ/ ᴾᴬᵁˢᴱ ▼ keys to obtain the "MAIL BOX" screen.	MAIL BOX
3 Press the ⟨◇⟩ START YES key to select the MAIL BOX operation mode. The screen of "TX TO MAIL BOX" (Sending to Mail Box) is displayed.	TX TO MAIL BOX
4 Press the ᴾᵁᴮᴸᴵᶜ ▲ or ᴿᴱᴰᴵᴬᴸ/ ᴾᴬᵁˢᴱ ▼ key to obtain the screen of "RX FROM MAIL BOX" (Receiving from Mail).	RX FROM MAIL BOX
5 Press the ⟨◇⟩ START YES key to select the RX FROM MAIL BOX operation mode. The screen of "FAX BOX" is displayed. (In this status, you can select one of the "FAX BOX" and "INFORMA-TION BOX" screens using the ᴾᵁᴮᴸᴵᶜ ▲ or ᴿᴱᴰᴵᴬᴸ/ ᴾᴬᵁˢᴱ ▼ keys.)	FAX BOX ↓ Example: INFORMATION BOX
6 Press the ⟨◇⟩ START YES key to select the operation mode of the Mail Box type currently displayed ("INFORMATION BOX" as an example).	ENTER BOX NUMBER ---
7 Enter the 3-digit Box Number through the Keypad: For example, to enter 054: press ⓪ ⑤ ④ .	ENTER BOX NUMBER 054
8 Press the ⟨◇⟩ START YES key to confirm the Box Number entry. *(NOTE 3)*	ENTER TEL NUMBER
9 The selection of a reception from Information Box No. 054 (in a remote Mail Box station) is completed. *The dialing operation procedure is the same as that in ordinary polling receiving operation (see page 55). (Continue to dialing the remote station with the Mail Box.)*	

2. SYSTEM FUNCTIONS

Mail Box Communications

Documents can be stored in Mail Box memory under a designated Box Number. Such documents can be polled by a remote party's facsimile.

Two types of Mail Boxes are provided:

- FAX BOX:
  When a document is polled from a FAX BOX, the document in memory is cleared. If new data is input under the same Box Number, the new data is added to the preceding document data.
- INFORMATION BOX:
  Functions like a bulletin board. When a document is polled from an INFORMATION BOX, the data is not cleared and the document can be polled any number of times.

Unlike TF851, etc., this machine does not have the PERSONAL BOX function.

- Conditions for building a Mail Box System

  Only a TOSHIBA facsimile unit with the appropriate Mail Box memory function can be a Mail Box "Hub" Station (example: TF851). It is possible to send documents to or poll documents from a Mail Box station using any TOSHIBA facsimile unit with Mail Box origination and polling functions.

- Preparation *(This facsimile unit has the function to work as Sending Station and Polling Station but not as Mail Box "Hub" Station..)*

  - Sending Station:
    TOSHIBA facsimile with a preset Security Code. *(See page 78)* (Same used for Relay Broadcast jobs.)
  - Mail Box "Hub" Station:
    TOSHIBA facsimile with a preset Security Code. *(See page 78.)*
  - Polling Station:
    It is not necessary to preset a Security Code.

■ Sending a document to FAX BOX or INFORMATION BOX (in the Mail Box of a remote "Hub" station)

	Operating Procedure, Description, Remarks	LCD Display
1	Load the document face down in the Document Tray. (You may select the resolution, if necessary. *See page 20.*)	DOCUMENT READY
2	Press the COMM OPTION key to display the "TRAY SEND" screen.	TRAY SEND
3	Use the PUBLIC ▲ or REDIAL/PAUSE ▼ keys to obtain the "MAIL BOX" screen.	MAIL BOX
4	Press the START ◇ YES key to select the MAIL BOX operation mode. The screen of "TX TO MAIL BOX" (Sending to Mail Box) is displayed.	TX TO MAIL BOX

51

2. SYSTEM FUNCTIONS

Relay Transmission Origination

The Relay Transmission function is used to send documents from your unit to a Relay Station, which further sends them to additional End Stations. If you have several remote stations in one or more regional areas, you can save time and phone expenses by setting up a relay system.
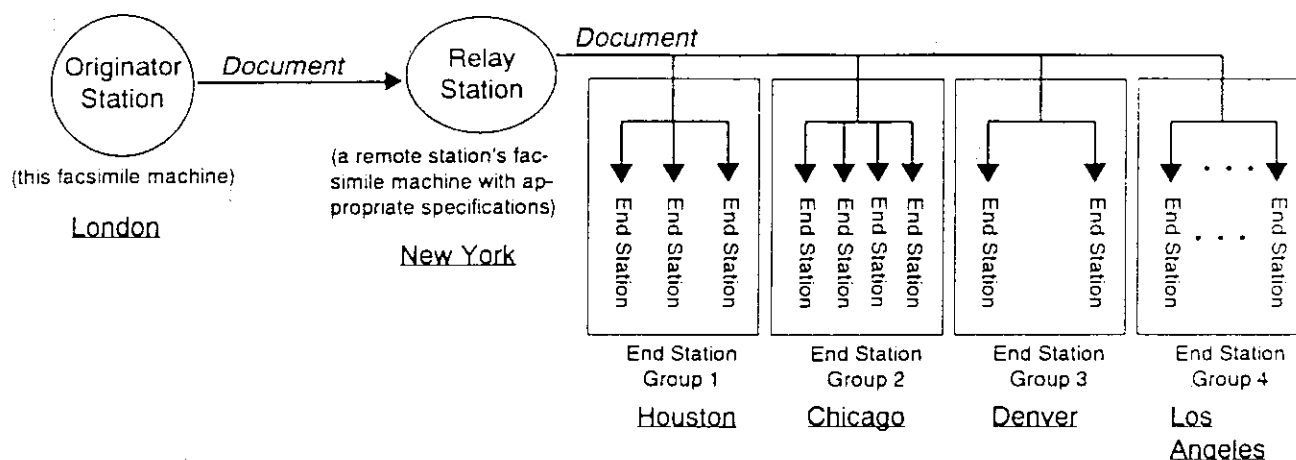
To perform Relay Transmission, you must build a network with thorough preparation beforehand.

- Conditions for a Relay Transmission Network:
    1) The Originator Station must be a TOSHIBA facsimile unit with origination capabilities (this unit).
    2) A Relay Station must be a TOSHIBA facsimile unit with Relay "Hub" functions (example: TF851).
    3) The End Terminals may be any G3 facsimile units (without any special functions) regardless of manufacturer.
    4) The following shows the maximum number of Relay Stations and End Station Groups in one Relay Group (max. 4 Relay Groups are programmable):

Max. Number of Relay Stations	Max. Number of End Station Groups
1 station	4 groups

- Preparation
    1. Presetting a Security Code ... Preset the same number between the Originator Station and the Relay Station. *(See page 78.)*
    2. At the Relay Station, preset End Terminals to each End Station Group.
    3. At the Originator Station, preset Relay groups. *(See page 90)*

■ Presetting a Security Code

Preset the same Security Code between the Originator Station and the Relay Station. It will be checked by the Relay Station at the time of transmission. *(See page 78.)*

■ Relay Transmission Procedure

Relay Groups must be programmed beforehand. *(See page 90 for presetting Relay Groups.)* The Relay Transmission Procedure is shown on the next page.

2. SYSTEM FUNCTIONS

(Continued)

Operating Procedure, Description, Remarks	LCD Display
7 When all the desired addresses are entered, press the START ◇ YES key. Document scanning into memory begins. *(NOTES 1, 2, 3)*	`DOC.READING    M 99%`
8 When document reading is completed, the screen on the right is displayed and the job reservation is completed.	`JOB ACCEPTED  No.003`
9 After 10 seconds, dialing begins and the Broadcast Transmission starts.	`AUG-19 19:32    M 78%`

NOTES

1. You can change the resolution any time before pressing the START ◇ YES key in this step.

2. If the STOP/RESET ⊘ key is pressed during document scanning, the document is fed out of the machine and all the memory contents are cleared, displaying the screen on the right   `CANCELED`

3. If the residual memory is used up as document data is stored into memory (i.e., Memory Full status), the machine suspends scanning and displays the following screens to prompt the operator to select one of two options -- to transmit the data portion already scanned into memory by pressing the START ◇ YES key or to cancel the job by pressing the STOP/RESET ⊘ key:

   `MEMORY FULL`

   ↓

   `TRANSMIT ?`

   Press START ◇ YES → `JOB ACCEPTED  No.003`

   Press STOP/RESET ⊘ → `CANCELED`
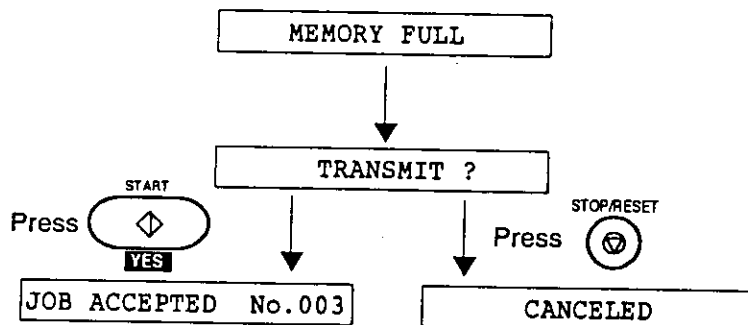
4. If all 20 addresses are entered in Step 6, no more address entries will be accepted with the screen on the right displayed.   `PRESS START`

2. SYSTEM FUNCTIONS   45

Broadcast (Multi-address Transmission)

You can send a document to multiple remote parties in a single operation. This eliminates the time and labor required to dial and scan the same document for separate transmissions to different locations.

Types of Broadcast ·

- **One-time Broadcast (Manual Broadcast):**
  Transmits a document by designating the address for each transmission using Dial Keypad, Abbreviated Dialing, One-touch Dialing, Alphabet Dialing, and Group Key. (A maximum of 20 addresses are permitted.)
- **Group Broadcast (broadcast to a preprogrammed group):**
  Transmits documents to a common group of facsimiles on a regular basis. The group should be programmed beforehand. Broadcasting will be executed by designating the group. (A maximum of 10 addresses can be preset in one group.)

NOTES

1. When a Broadcast Transmission is completed, all the read document data will be cleared from memory.

2. If power is turned OFF due to a power failure, etc. during a Broadcast Transmission or its standby status, all the data in the picture memory will be cleared. The operator will be informed by a Power Failure report issued after the power recovery.

3. If a Communication Error occurs during the transmission, the machine goes on transmitting to the next remote station address entered in the broadcast address list. After the transmission of the group is completed, re-sending will be executed to those remote stations involved with errors or which were previously busy. The transmission to the remote station involved with an error will be re-sent, starting with the page prior to the page where the error occurred.

4. The resolution mode will be adjusted to the next highest available mode; if the receiving unit does not have the resolution mode designated on your facsimile unit.

■ Manual Broadcast (One-time Broadcast)

You must designate each individual address prior to sending the document.

	Operating Procedure, Description, Remarks	LCD Display
1	Load the document face down in the Document Tray. (You may select the resolution, if necessary. *See page 20*.)	DOCUMENT READY
2	Press the COMM OPTION key to display the "TRAY SEND" screen.	TRAY SEND
3	Use the PUBLIC ▲ or REDIAL/PAUSE ▼ keys to obtain the "MANUAL BROADCAST" screen.	MANUAL BROADCAST
4	Press the START ◇ YES key to select the MANUAL BROADCAST operation mode.	ENTER TEL NO.

1. TRANSMISSION

(Continued)

Operating Procedure, Description, Remarks	LCD Display
⑨ Press the (◇) START/YES key to confirm all the facsimile numbers entered in Step 7. Document scan begins.	DOC.READING M 98%
⑩ When document scan is complete, the Job Number assigned to this Delayed Transmission is displayed.	JOB ACCEPTED No.001
⑪ The machine returns to the standby mode.	AUG-19 12:31 M 92%
⑫ The transmission begins at the set time.	

NOTES

1. To correct the time value entry in Step 5, move the cursor using the (✱) or (#) keys to the digit to be corrected, and enter the correct value.

2. If you have entered a nonexistent time value, the following screen will display for 2 seconds and return you to Step 4.

   WRONG ENTRY   23:63

3. If a Delayed Transmission job has already been reserved and you attempt to establish another Delayed Transmission (TIMER TRANSMISSION), the following screen will display for 2 seconds to reject the setting.

   CANNOT DO THIS NOW

5. COPYING DOCUMENTS

Copying Procedure

You can designate the number of copies desired (max. 99 copies) of the original document loaded in the Document Tray. The copying function is also useful to check the scan resolution setting before sending a document.

Operating Procedure, Description, Remarks	LCD Display
1 Load the document face down in the Document Tray. (Multiple document pages may be loaded).	DOCUMENT READY
2 Select the resolution for copying by pressing the MODE key. *(See NOTES 1 and 2 below.)*	DOCUMENT READY
3 Press the (☐) key. (COPY) For making one copy, skip Step 4 and go to Step 5. For making multiple copies, go to Step 4.	NUMBER OF COPY = 01
4 Enter the number of copies using the Keypad. Example) To make 23 copies: (2)(3) (When an incorrect number of copies has been entered (2 digits), re-enter the correct value in 2-digit format again to replace the old value.) Example) To change the entered value of 23 into 04: Press (0) first. Press (4) next.	NUMBER OF COPY = 23 NUMBER OF COPY = 30 NUMBER OF COPY = 04
5 Press the (◇) START/YES key. The machine starts copying.	COPY
6 When copying is completed, the machine returns to the standby mode.	AUG-18 12:32 M100%

NOTES

1. When Standard Mode or Super-fine Mode is selected, resolution will automatically default to the FINE mode for copying operation.

2. For copying a document containing photographs, the GRAY (grayscale) Mode is recommended.

5. COPYING DOCUMENTS

Relationship Between Document Size and Recording Paper Size

Recording Paper Size

The paper size usable with your fax unit is limited to the Letter or Legal size. The recording paper size can be set in Parameter No. 55. The received document is recorded (printed) within the Effective Recording Area of the paper.
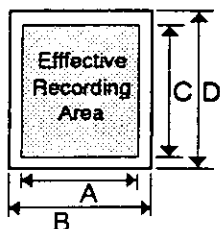
↓ Paper Size	A	B	C	D
Letter: mm	216	208	270	279
inches	8.5	8.1	10.6	11
Legal: mm	216	208	347	355
inches	8.5	8.1	13.6	14

Set Reduction %

The document will be printed in a reduced size as shown in the table below. The reduction % is to be set in Parameter No. 57, (100% to 72%) *page 74.*

Recording Paper Size Set	Reduction % Set	Data Length (mm)	Remarks
Letter	100%	0 to 270	
		270 to 285	*NOTE 1*
		Longer than 285	2 pages *(NOTE 2)*
	96%	0 to 281	
		281 to 296	*NOTE 1*
		Longer than 296	2 pages *(NOTE 2)*
	92%	0 to 293	
		293 to 308	*NOTE 1*
		Longer than 308	2 pages *(NOTE 2)*
	90%	0 to 300	
		300 to 315	*NOTE 1*
		Longer than 315	2 pages *(NOTE 2)*
	86%	0 to 314	
		314 to 329	*NOTE 1*
		Longer than 329	2 pages *(NOTE 2)*
	83%	0 to 325	
		325 to 340	*NOTE 1*
		Longer than 340	2 pages *(NOTE 2)*
	72%	0 to 365	
		365 to 380	*NOTE 1*
		Longer than 380	2 pages *(NOTE 2)*

NOTES 1.   *The overflowed data portion will be abandoned.*
2.   *If the overflowed data portion is less than 15 mm, that data will be abandoned.*

4. RECEIVING DOCUMENTS

NOTE

In setting the 2-digit Activation Code in Parameter No. 42 (*page 73*), the setting range is a combination of 2 digits, selectable from (✻), (♯), (0) to (9). The default value is (✻)(✻).

Examples) (✻)(1) , (♯)(♯) , (9)(9) , (9)(✻) , (♯)(1) , etc.

■ Operating for Remote Deactivation

Once the facsimile unit has started a document reception, you can cancel (deactivate) the facsimile reception through the keypad of the parallel-connected telephone.

Operating Procedure, Description, Remarks	LCD Display
1 The facsimile unit automatically starts receiving a document sent from a remote station. (Or the unit starts receiving a document by a manual receivng operation.)	AUG-18 12:30 M100%
2 You can cancel the document reception on the facsimile unit by entering the 2-digit Deactivation Code from the dial keypad of connected telephone (to be set in Parameter No. 43, *page 73*). The facsimile unit cancels the receiving operation and returns to the standby mode.	AUG-18 12:30 M100%

NOTES

1. In setting the 2-digit Activation Code in Parameter No. 42 (*page 73*), the setting range is a combination of 2 digits, each of which is any of (✻), (♯), (0) to (9). The default value is (♯)(♯).

   Examples) (✻)(1) , (♯)(♯) , (9)(9) , (9)(✻) , (♯)(1) , etc.

2. The Deactivation Code may sometimes be entered at the same time as another signal is sent out by a facsimile unit. In that case, the code will not be detected. Re-enter the Deactivation Code until it is detected.

---

4. RECEIVING DOCUMENTS

FAX/TAD Automatic Switching

With a TAD (telephone answering device/machine) connected to the fax unit, your system can record voice messages and receive documents sent from remote parties even when no one is present. Switching between voice message recording and fax receiving is performed automatically.

■ Setting for FAX/TAD Automatic Switching

Operating Procedure, Description, Remarks	LCD Display

1   Press the ^{RCV MODE} key to extinguish the AUTO lamp.
    ☐ AUTO
    (must be extinguished)
	AUG-18 12:30 M100%

─ NOTE ─

To activate the FAX/TAD Automatic Switching function, the following parameter settings are necessary (see pages 72 to 73).
- Parameter No. 38: Select "RCV MODE = TAD/FAX."
- Parameter No. 39: TEL DELAY -- TIME (1 to 10 times). Set a ringer number greater than the number of rings set on the TAD so that the TAD may be activated before the facsimile unit.
- Parameter No. 45: SILENT DETECTION (03 to 15 sec.). Set it to a time shorter than the Silence Detection time on the connected TAD.
- Parameter No. 44: FAX MONITOR TIME (01 to 99 sec.). Time Factors for Setting are: (Answering Message) + (Beep) + (15 seconds) = Time Length to be set (Default 35 sec.)
- Connect the TAD to the TEL connector of the facsimile unit.

■ Answering a Call in FAX/TAD Automatic Switching Mode
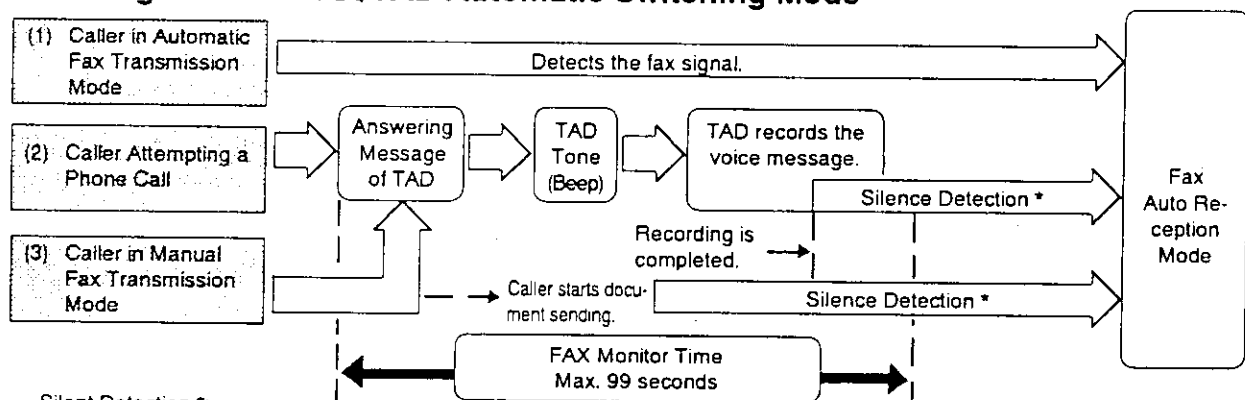
Silent Detection *:
    It is the function of the machine to stop recording messages and switch to fax reception when no voice or sound is heard during the time peiod set as "SILENT DETECTION" in Parameter 45 even if the TAD is in the voice message recording mode. When the voice message recording is completed earlier than the FAX Monitor Time, the line will be switched to the facsimile side. However, if the voice message recording exceeds the timer value, the line will not be switched to the facsimile side.

(1) Caller in Automatic Fax Sending Mode
When a facsimile signal is detected during or after the TAD Answering Message of the TAD, switching is automatically made for Fax Receiving mode.

(2) Caller Attempting a Phone Call
After the TAD Answering Message and the TAD Beep Tone, the TAD will record the voice message from the caller.

(3) Caller in Manual Fax Sending Mode (may first leave a voice message if within the FAX Monitoring Time)
When the caller starts a fax transmission during the Answering Message or after the TAD Beep Tone, switching is made for Fax Receiving mode.

4. RECEIVING DOCUMENTS

Manual Reception Mode (Receiving Documents After Talking on the Phone)

Manual Reception allows you to use the connected telephone first, then initiate the reception of a document on the facsimile unit by pressing the [START/YES] key

■ Setting for Manual Reception Mode

Operating Procedure, Description, Remarks	LCD Display
1 Press the RCV MODE key to extinguish the AUTO lamp. ⊏⊐ AUTO (must be extinguished)	AUG-18 12:30 M100%

■ Receiving Operation in Manual Reception Mode

Operating Procedure, Description, Remarks	LCD Display
1 When the facsimile unit rings, pick up the handset of the facsimile unit, and talk with the remote party. If no voice is heard but a facsimile signal tone is heard through the handset speaker, go on to Step 2 below.	TEL
2 If the party desires to transmit a document, or has already started sending (i.e. the fax signal tone is heard), press the START ◇ YES key. Then return the handset to the on-hook position. The facsimile unit starts receiving a document, and the 'BUSY lamp begins to blink	RECEIVING
3 When a response comes from the remote party, the screen on the right is displayed.	AUG-18 12:33 M100%
4 When communication is completed, the BUSY lamp is extinguished.	AUG-18 12:34 M100%

NOTE

Even in Manual Reception mode, you can set the facsimile to activate an automatic reception after a certain number of rings using the following Parameters (see page 70):

- Parameter No. 38: RCV MODE (select the second or third status of the following.)
   RCV MODE = TEL ... Not to activate Automatic Reception.
   RCV MODE = TEL/FAX ... TEL/FAX Automatic Switching Mode
   RCV MODE = TEL/FAX ... TAD/FAX Automatic Switching Mode

- Parameter No. 39: TEL DELAY -- TIMES (1 to 10 times)
   The number of rings before switching to Auto Reception.

4. RECEIVING DOCUMENTS

Receiving Modes

This facsimile unit has five receiving modes as follows:

	Receiving Mode	Situation for Mode Setting	Sequence of Operation
1	Automatic Reception Mode	When the unit is connected to a line for facsimile usage only.	Upon receiving a ring-in signal, the fax function (document receiving function) will automatically activate. *NOTE: The fax function will be activated even when the remote party is intending a voice phone call and not a fax transmission.*
2	Manual Reception Mode	When the unit is connected to a line that is primarily used as a telephone line.	Upon Receiving a ring-in signal, you pick up the handset to talk with the remote party before starting the fax communication. *NOTE: Manual Reception must be initiated by an operation. No fax receiving operations will be possible if no one is present to initiate the reception.*
3	TEL/FAX Auto Switching Mode	When the line is used for both fax and telephone.	The unit automatically determines whether an incoming call is for fax or telephone. When it is for telephone, the ringer will ring according to the value set for the call time. When it is for fax, the unit will automatically start receiving the document.
4	FAX/TAD Auto Switching Mode	When the unit is used together with a TAD (telephone answering device/machine).	This mode allows you to receive voice messages and fax receptions even when no one is present in the office. Switching between the voice message recording and fax receiving is performed automatically.
5	Remote Activation/ Deactivation Mode	A function that can be used with a telephone parallel-connected to the same telephone line.	In this mode, an incoming call can be received on the connected telephone set. If it is a voice call, you can talk through the handset of the telephone. If it is a facsimile transmission, you can receive the document by Remote Activation Code entry through the keypad of the connected telephone. Similarly, deactivation of a facsimile reception automatically started on the facsimile unit is also possible using the keypad of the connected telephone.
6	Substitute Reception Mode	When something happens to disturb the reception printing function.	Any facsimile transmission coming in will be stored in memory temporarily. The stored data will be printed when the machine is restored to its normal conditions.

3. SENDING DOCUMENTS

(Continued)

Operating Procedure, Description, Remarks	LCD Display
⑤ When the communication is completed, the screen on the right is displayed for 1 second before the facsimile unit returns to the standby mode.	COMPLETED ▼ AUG-18 12:37　M100%

Automatic Redialing, Manual Redialing

Automatic Redialing

When the line of the party you are calling is busy, the unit will automatically redial the party. Redialing will be performed automatically up to the set number of times with intervals of the set length (Auto Redialing). When the line is not connected after the set number of redialing attempts, the unit will go into a Transmission Error. In that case, you must operate the transmission procedure over again. The number of redialing times and the time length of the intervals can be set via Parameter Nos 21 and 22. *(See page 71.)*

Manual Redialing

This function enables you to transmit a document to the party of the number last dialed by the operator using this facsimile.

Operating Procedure, Description, Remarks	LCD Display
① Load the document face down in the Document Tray. (You may select the resolution, if necessary. *See page 20.*)	DOCUMENT READY
② Press the $\frac{\text{REDIAL/}}{\text{PAUSE}}$ key. The last-dialed number is displayed.	TEL:761234_
③ After 1 second, document is scanned into memory.	DOC.READING　　M100%
④ When document scan is complete, the Job Number assigned to this transmission is displayed.	JOB ACCEPTED　No.001
⑤ After 2 seconds, the display returns to the standby mode as dialing begins. When the line is in use, the BUSY lamp blinks.	AUG-18 12:31　M 86%
⑥ When the transmission is completed, the BUSY lamp is extinguished and the unit returns to the standby mode.	AUG-18 12:33　M100%

3. SENDING DOCUMENTS

NOTES

1. If the BUSY lamp is already blinking because another transmission is being executed, no Tray Transmission is accepted. Pressing the [START/YES] key in this status will return you to Step 4.

2. If the document is transmitted in ECM in Step 9, the screen on the right is displayed.

```
ECM        456762334
```

3. If the remote party's fax does not transmit an ID (Step 9), the screen on the right is displayed.

   • When transmitted in G3:

```
GROUP 3
```

   • When transmitted in ECM:

```
ECM
```

4. If the communication ends in a failure, the machine disconnects from the telephone line and displays the screen on the right with an Error Number for 10 seconds before returning to the standby mode.

```
COMM ERR #xxx
        ↓
AUG-18 12:35    M100%
```

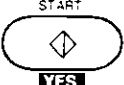## On-hook Transmission (Speaker Mode)

You can send your documents with On-hook Dialing, using the monitor speaker to confirm the answering tone from the remote party's unit.

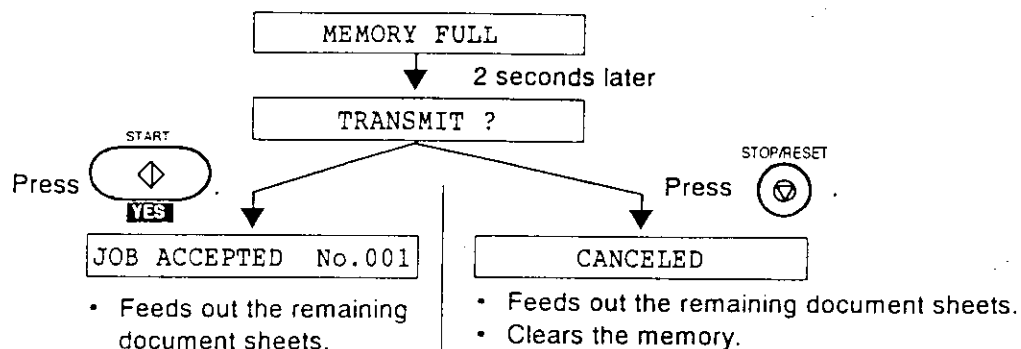| Operating Procedure, Description, Remarks	LCD Display
1. Load the document face down in the Document Tray. (You may select the resolution, if necessary. *See page 20.*)	`DOCUMENT READY`
2. Press the MONITOR key. The unit is connected to the telephone line, and the dial tone is heard through the speaker of the facsimile unit.	`TEL`
3. Enter the facsimile number of the desired party using any of the following methods already described. ● Keypad Dialing — *See page 21* ● Abbreviated Dialing — *See page 21.* ● One-touch Dialing — *See page 22.* ● Alphabet Dialing — *See page 23.* (The [START/YES] key to be pressed within the Keypad Dialing or Alphabet Dialing sequence already introduced should not be pressed in this case.) The number entered is immediately dialed.	Example by Keypad Dialing Operation: `TEL:761234_`
4. Case 1) If the line is connected and the answering tone is heard through the speaker, press the ◇ START/YES key. The unit starts sending the document.	`CONNECTING`

3. SENDING DOCUMENTS

Memory Transmission Procedure

Operating Procedure, Description, Remarks	LCD Display
1 Load the document face down. (And change the resolution, if necessary. *See page 20)*	DOCUMENT READY
2 Enter the facsimile number of the desired party using any of the four dialing methods. ● Keypad Dialing — *See page 21.* ● Abbreviated Number Dialing — *See page 21.* ● One-touch Key Dialing — *See page 22.* ● Alphabet Dialing — *See page 23.*	Example by Keypad Dialing: TEL:0559761234_ START ◇ YES
3 The unit scans the document and the document data is automatically stored into the memory. The residual memory decreases as the document is scanned.	DOC.READING M100% DOC.READING M 90%
4 When the document scanning is completed, the message "JOB ACCEPTED" is displayed. And the Job Number assigned to the transmission now reserved is also displayed.	JOB ACCEPTED No.001
5 Two seconds later, the machine returns to standby mode automatically. When the unit starts dialing for this transmission about 10 seconds later and uses the telephone line, the BUSY lamp blinks.	AUG-18 12:31 M 86%
6 When the transmission is completed, the BUSY lamp turns extinguished and the display returns to the standby mode again.	AUG-18 12:31 M100%

NOTE

If the residual memory is used up as document data is stored into memory (i.e., MEMORY FULL status), the following will be displayed to ask the operator to select one of the two ways to exit the status:
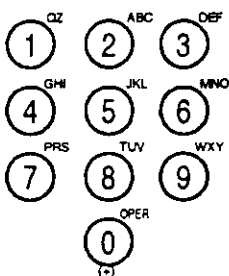
MEMORY FULL

↓ 2 seconds later

TRANSMIT ?

START
Press ◇ .
YES

STOP/RESET
Press ⊖ .

JOB ACCEPTED No.001	CANCELED
• Feeds out the remaining document sheets.	• Feeds out the remaining document sheets. • Clears the memory.

3. SENDING DOCUMENTS

Alphabet Dialing

"Alphabet Dialing" is used to dial the desired party by searching for the station ID name in the Abbreviated Dial List already programmed.

Operating Procedure, Description, Remarks	LCD Display
1 Press the ABB/ALPHA key.	ABB:_
2 Press the ABB/ALPHA key again.	SELECT NAME
3 Press the key on the dial keypad corresponds to the first characters of the party's name. *(See the table on the bottom.)* Example: To find the party named "LONDON OFFICE": Press the (5) key (which corresponds to J, K, L, and 5 as described in the table below). Names beginning with "J" are displayed as the first screen. *(See NOTE below.)* Press the (5) key again, to obtain the screen for names beginning with "K." Press the (5) key again, to obtain the screen for names beginning with "L."	JACKSONVILLE HQ. KANSAS OFFICE L.A. OFFICE
4 Use the PUBLIC ▲ or REDIAL/PAUSE ▼ keys to scroll up or down the name list to locate the desired location on the screen (example: "LONDON OFFICE" in this case).	LONDON OFFICE
5 Press the START ◇ YES key to enter the selection.	

Key pad layout:
1 (QZ)	2 (ABC)	3 (DEF)
4 (GHI)	5 (JKL)	6 (MNO)
7 (PRS)	8 (TUV)	9 (WXY)
	0 (OPER)	

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

NOTE

If no name exists under the alphabet initials assigned to the Numeric Key pressed in Step 3 above, the "NO ENTRY" message is displayed for approximately 1 second, the unit then returns to the "SELECT NAME" screen in Step 2.

NO ENTRY
↓
SELECT NAME
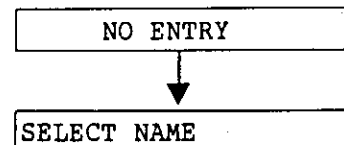
3. SENDING DOCUMENTS

Dialing Methods

When sending documents, you must dial the desired party's facsimile number. This facsimile unit has four dialing methods: **Keypad Dialing, Abbreviated Dialing, One-touch Key Dialing,** and **Alphabet Dialing.** Each method may be used in transmission operations. Please note that each of the dialing methods below is to be used for fax transmissions, polling receptions, or telephone calling operations.

Keypad Dialing

If you have not preprogrammed the facsimile number of a desired party, you can dial the facsimile number through the dial keypad on the Operation Panel.

Operating Procedure, Description, Remarks	LCD Display

1 Enter the facsimile number of the desired party using the dial keypad on the Operation Panel.
 	
 • When a wrong number has been entered, use the CANCEL key to backspace and delete preceding characters, or press the STOP/RESET key once to start over from the beginning.
	`TEL:0559_`
	
	 ↓
	
	 `TEL:0559761234_`

2 Press the START key.	

Abbreviated Dialing
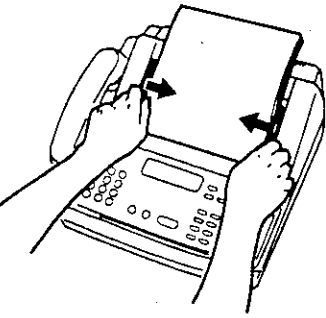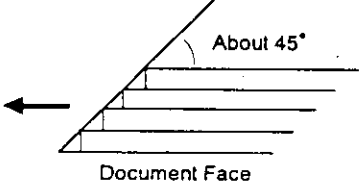
If you have stored a facsimile number as an abbreviated dialing number, you can enter the two-digit Abbreviated Dialing Number (01 to 70) instead of entering the actual long facsimile number on the keypad.

Operating Procedure, Description, Remarks	LCD Display
1 Press the ABB/ALPHA key.	`ABB:_`
2 Enter the abbreviated number (01 to 70) assigned to the desired party. For example, to enter 10, press: (1)(0) • When a wrong number is entered (at the top digit), press the CANCEL key to clear the wrong number. Or press the STOP/RESET key to start over from the beginning.	`ABB:10`

2. PREPARATIONS FOR SENDING DOCUMENTS

Loading Documents

Operating Procedure, Description, Remarks	LCD Display
1 Standby status	APR-10 12:30 M100%
2 Adjust the Document Guides to fit the width of the document paper. ● Without this adjustment, the document may be fed into the unit in an oblique direction causing distorted image or a document jam. ● Attach the Document Exit Tray.	
3 Load the document face down in the Document Tray. ● Up to 20 sheets can be loaded and sent at a time (depending on the thickness of the documents). ● When a Carrier Sheet is used, documents must be sent sheet by sheet (manually fed). ● Stagger the leading edges of the sheets slightly and insert them. About 45° Document Face ● Insert the sheets all the way until they lightly contact the feed roller (you will feel the paper contact the roller), then release your hand. ● The unit pulls the document partway in and stops. ● For changing the resolution setting: See the next page. ● For canceling a document already set, press the [STOP] key.	DOCUMENT READY

1. FACSIMILE PARTS, LOCATIONS, AND FUNCTIONS

BUSY Lamp

Is illuminated while connecting to the telephone line. It is also illuminated when talking is going on through the handset.

FUNCTION Key

Used select various functions and setting modes.

JOB STATUS Key

Used to display the communication status of the background job.

CANCEL Key

Used to cancel a job reserved or used as Backspace Key.

COMM.OPT Key

Used to select special commuication modes.

MODE Key and FINE/SF/GRAY Lamps

Selects the resolution for transmission. The lamp(s) for the selected resolution lights. When standard mode is selected, all the lamps are off.

RCV MODE Key and ON LINE / AUTO Lamps

Selects the facsimile reception mode, automatic or manual, and printer ON/OFF line switching:

- **ONLINE Lamp OFF**
  OFF-line status (not used as a PC printer)

- **ONLINE Lamp ON**
  ON-line status (used as a PC printer)

- **ONLINE Lamp Flickering**
  Receiving or processing the data from your computer.

- **AUTO Lamp OFF**
  Facsimile Manual Reception mode

- **AUTO Lamp ON**
  Facsimile Automatic Reception mode

Group Keys (4 keys)

Used to initiate Broadcast Transmission to preset Broadcast Groups.

One-touch Keys (16 keys)

Use these keys to store telephone/facsimile numbers as one-touch dialing numbers.

START/YES Key

Starts a communication. This key is also used to complete programming.

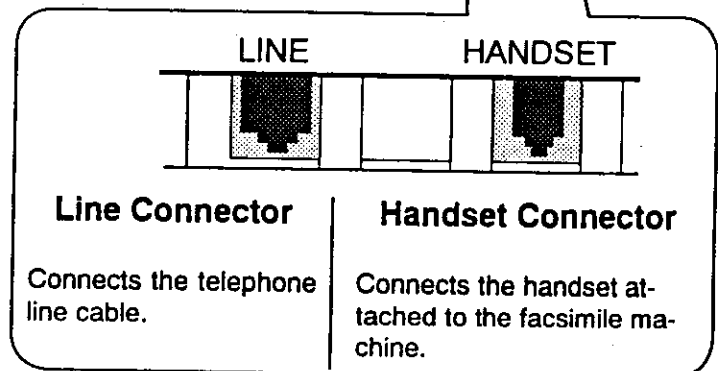# 1. FACSIMILE PARTS, LOCATIONS, AND FUNCTIONS

Rear View and Cable Connectors

PC Fax/Scanner Connector

The unit can be used as a fax modem, which enables the facsimile machine to function as an image scanner, to transmit PC data to a remote facsimile machine, and to receive facsimile data sent from a remote facsimile machine.

Parallel Interface Connector

The unit can be used as a printer by connecting a personal computer here via parallel interface cable.

Power Cord

LINE	HANDSET
Line Connector	**Handset Connector**
Connects the telephone line cable.	Connects the handset attached to the facsimile machine.

TABLE OF CONTENTS

TABLE OF CONTENTS

TABLE OF CONTENTS

About Power for the Unit

Electric power requirements are 100-120 V AC, 50-60Hz.
As this machine is manufactured for the domestic use, it cannot be used in foreign countries.

Insert the power cord plug firmly to the wall outlet. If it is not firmly connected, the unit will not operate normally.
When unplugging the unit, pull by the plug and not the cord.
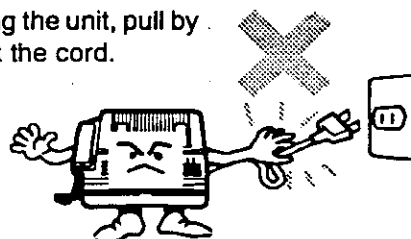
Do not share one outlet with too many electric appliances. This may cause a fire hazard.
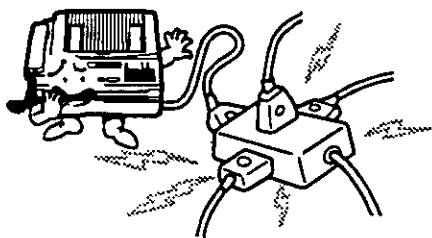
When the possibility of lightning arises, unplug the power cord from the wall outlet. Also, unplug the phone cord from the facsimile unit. (This prevents possible damage from lightning strikes to power lines or phone lines.)
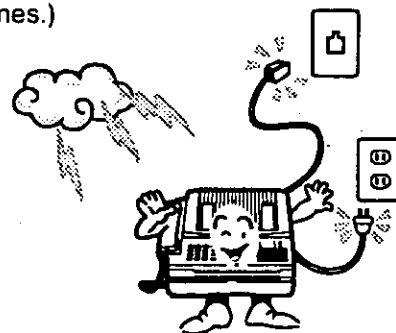
Do not share one wall outlet with any machine that consumes a large instantaneous power (air-conditioner, copier, etc.). The facsimile unit may malfunction due to noises from such machines.
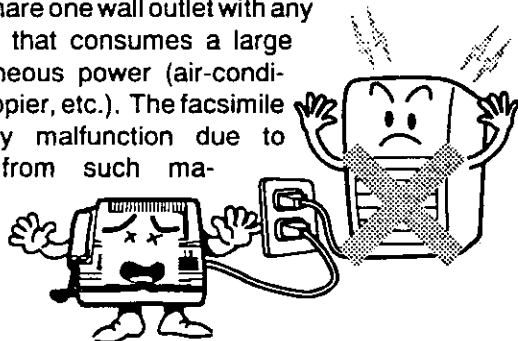
Do not step on the power cord, and do not place anything on it.

When a power failure occurs ...

■ In the event of a power failure, neither facsimile nor telephone functions of the unit are available.

■ In case a power failure has occurred (or the power has been cut off by mistake), the functions and operation of the facsimile unit stop. At the same time, the document data stored in memory will be erased.

■ The data entered and set for the clock time, abbreviated Dialing numbers, etc. will not be erased.

■ When the document data is erased due to a power failure and the power is recovered, a Power Failure Report is issued . *(See page 104.)*

Space for Set-up

When positioning this facsimile, provide space as shown below, considering the operation, daily maintenance, replacement of consumables, etc.

Unit: mm (inches)
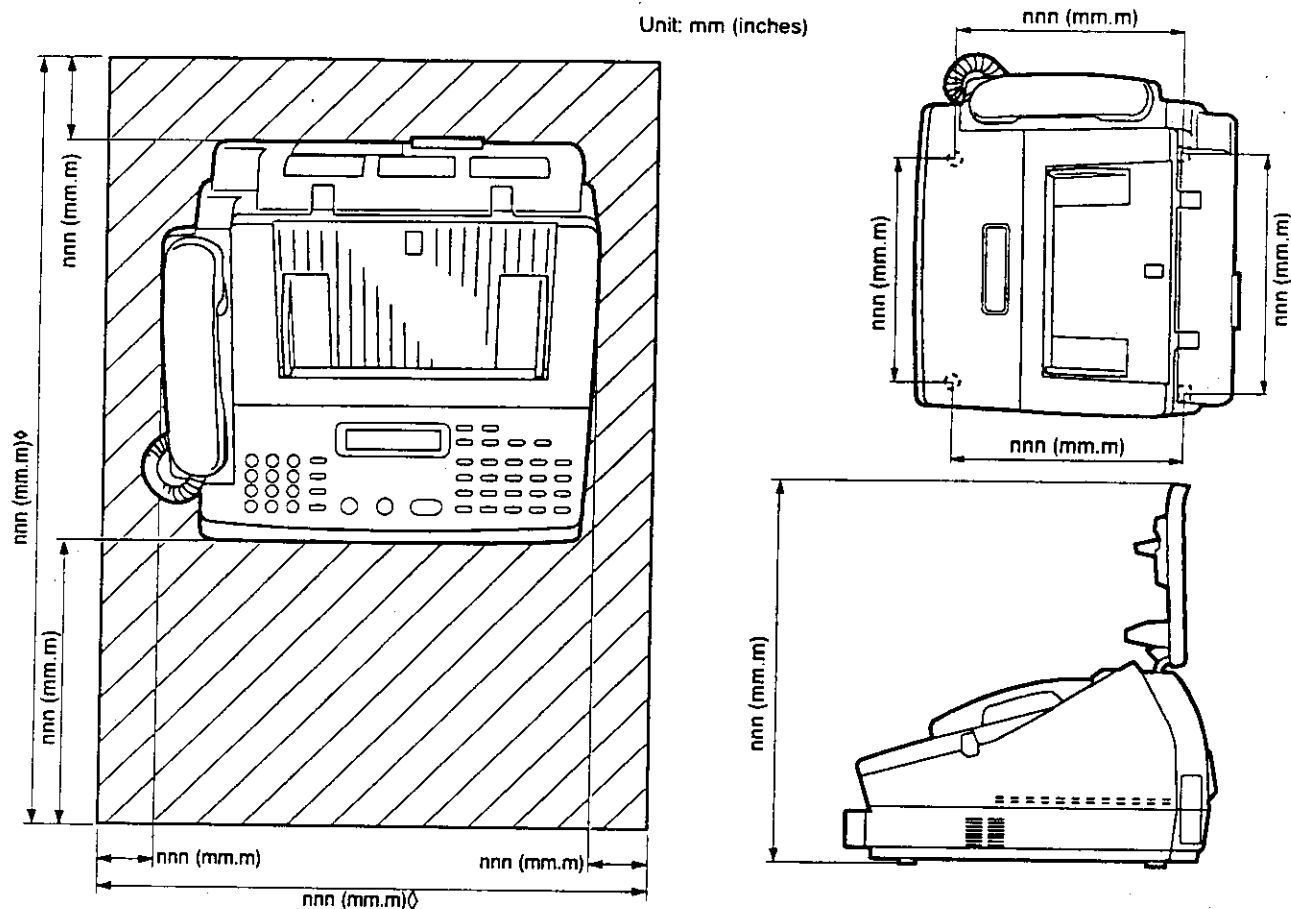
NOTES: When placing the unit, be certain that all the feet are in contact with the table surface.
The size of the table surface should be not less than the dimensions marked with "◊."

About Recording Paper

Please use recording paper recommended by TOSHIBA. We will not be responsible for any trouble that occurs as the result of using inappropriate paper. Please ask your TOSHIBA representative for further information regarding recommended recording paper.

Handle recording paper carefully. Store it in a cool, dry place, away from direct sunlight.

Recommended Paper

This facsimile unit uses an electro-photographic recording system.

We will not be responsible for any trouble that occurs using any paper not recommended. Please ask your TOSHIBA representative for further information on recommended recording paper.

Storage 1

Store recording paper in a cool, dry place, away from direct sunlight. (Store it in desk drawers, etc.)

Storage 2

Store recording paper without opening the package.

Do not stand the package upright.

Multi-function plain-paper laser fax

Printer and Fax Modem Functions

The machine can be used as a printer for a PC and as a fax modem if it is connected to a PC.

Dual Access Function

The Dual Access function allows you to reserve the next transmission while the machine is transmitting or receiving a document using the memory function.

Quick Document Scanning

It quickly scans 1 A4-size page memory in 6 seconds. Along with the Dual Access Function, the Quick Scanning feature enables the operator to process daily works efficiently.

High-quality Image Processing

Photo images can be reproduced clearly using 32 grayscale gradations with edge enhancement and error diffusion. Small and fine characters may be sent in Super Fine Mode with the resolution of 15.4 lines/mm

Memory Function

A 0.5-M byte image memory providesthe following enhanced functions:
- Substitute Reception
- Memory Transmission
- Sequential Broadcast
- Delayed Transmission

User-friendly Operation

- Automatic Document Feeder for 20 sheets
- Transmission Report
- TEL/FAX/TAD Automatic Switching
- One-touch Dialing
- Abbreviated Dialing
- Alphabet Dialing

Chain Dialing

You may combine multiple dialing methods (Keyboard Dialing, Abbreviated Number Dialing, One-touch Key Dialing, and Alphabet Dialing) to call a remote station with a telephone/facsimile number of too many digits.

- Please read through this manual before using the machine. After reading it, be certain to keep it so that you may refer to it whenever necessary.

U. S. A.

WARNING This terminal has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, and can radiate radio frequency energy and, if not installed and used in accordance with the guide may cause harmful interference to radio communications. Operation of this terminal 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.

TYPE OF SERVICE: Your facsimile machine is designed to be used on standard device telephone lines. Your facsimile machine connects to the telephone line by means of a standard jack called the USOC RJ11C. Connection to telephone company-provided coin service (central office implemented systems) is prohibited. Connection to party lines service is subject to State tariffs.

TELEPHONE COMPANY PROCEDURES: The goal of the telephone company is to provide you with the best service it can. In order to do this, it may occasionally be necessary for them to make changes in their equipment, operations, or procedures. If these changes might affect your service or the operation of your equipment, the telephone company will give you notice, in writing, to allow you to make any changes necessary to maintain uninterrupted service.

If you have any questions about your telephone line, such as how many pieces of equipment you can connect to it, the telephone company will provide this information upon request.

In certain circumstances, it may be necessary for the telephone company to request information from you concerning the equipment which you have connected to your telephone line. Upon request of the telephone company, provide the FCC registration number and the ringer equivalence number (REN) of the equipment which is connected to your line; both of these items are listed on the equipment label. The sum of all of the REN's on your telephone lines should be less than five in order to assure proper service from the telephone company. In some cases, a sum of five may not be usable on a given line.

THE TELEPHONE CONSUMER PROTECTION ACT: The Telephone Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electronic device to send any message via a telephone fax machine unless such a message clearly contains in a margin at the top or bottom of each transmitted page or on the first page of the transmission, the date and time it is sent and an identification of the business or other entity, or other individual sending the message and the telephone number of the sending machine or such business, other entity, or individual.

In order to program this information into your fax machine, you should complete the setup procedures listed for station ID number and name on pages 80 and 81 in this manual.

IF PROBLEMS ARISE: 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. If the telephone company notes a problem, they may temporarily discontinue service. When practical, they will notify you in advance of this disconnection. If advance notice is not feasible, you will be notified as soon as possible. When you are notified, you will be given the opportunity to correct the problem and informed of your right to file a complaint with the FCC.

In the event repairs are even needed on your equipment, they should be performed by TOSHIBA Corporation or an authorized representative of TOSHIBA Corporation. For information, contact:

TOSHIBA AMERICA INFORMATION SYSTEMS, INC.
Electronic Imaging Division
9740 Irvine Blvd. P.O. Box 19724
Irvine, CA 92713-9724

Canada

The Canadian Department of Communications label identifies ce fied equipment. This certification means that the equipment meets certain telecommunications network protective, operational, and safety requirements. The Department does not guarantee that 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 facsimiles of the located telecommunications company. The equipment must also be installed using an approved method of connection. In some cases, the company's inside wiring associated with a single line individual service may be extended by means of a certified connector assembly (telephone extension cord). The customer should be aware that the compliance with the above conditions may not prevent degradation of service in some situations.

Repairs to certified equipment should be made by an authorized Canadian maintenance facility 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 intern metallic water pipe system, if present, are connected together. This precaution may be particularly important in rural areas.

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

The Load Number of your facsimile is 17.

The Load Number (LN) assigned to each terminal device denotes the percentage of the total load to be connected to a telephone loop which is used by the device to prevent overloading. The termination on a loop may consist of any combination of devices subject only to the requirement that the total of the load numbers of all the devices does not exceed 100.

TOSHIBA OF CANADA LIMITED
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MARKHAM, ONTARIO L3R 8H2