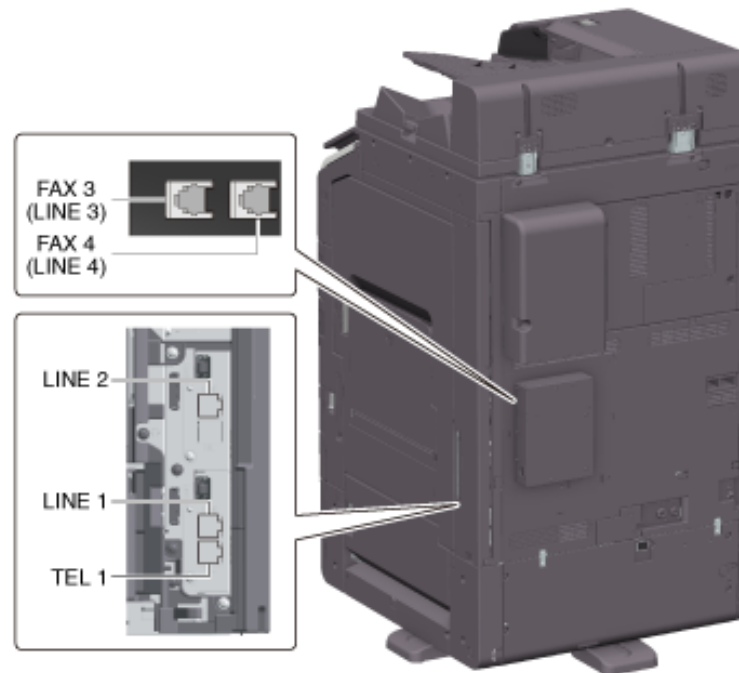## Connection of Modular Cable

Check that a modular cable is connected between the LINE port and the appropriate telephone line. Use LINE port 1 if only one line is operating.

Tips

- The illustration shows a unit with optional **Fax Kit FK-514**, **FAX Kit FK-515**, and **Fax Mount Kit MK-742** installed. FAX3 (LINE port 3) and FAX4 (LINE port 4) can be used on North America and Hong Kong models because these models support **FAX Kit FK-515** and **Fax Mount Kit MK-742**.
- If multiple lines are used, modular cables are required according to the number of lines to be used.
- Use the TEL port for connecting a telephone cord. Even if multiple lines are used, connect a telephone cord to TEL port 1. A telephone cord cannot be connected to the TEL port on the additional line side.

Configuring Basic Fax Settings

Registering the sender information

Register the name of this machine and the company name (sender name) as well as the fax number of the machine.

The information you registered is added to faxes to be sent and output to faxes as a sender record when being printed on receiving machines.

For details on the setting procedure, refer to Here.

Specifying the date and time

Set the date and time on this machine to be printed on sent and received faxes. The date and time you set will be the reference time for the Timer TX that enables communication at a preset time.

For details on the setting procedure, refer to Here.

Specifying the receiving method

Set the receiving method suitable for your environment.

It is helpful to set this machine to automatically receive faxes if the line is dedicated for faxing. For details, refer to Here.

Configuring Line Settings to Suit Your Environment

Before fax transmission

Check whether to connect this machine directly to a public line or via PBX (private branch exchange).

To correctly send a fax, configure settings to suit the connection method. For details, contact your service representative.

When directly connecting to a public line

Specify the line type in [Dialing Method] to suit your environment.

For details on the setting procedure, refer to [Here](#).

When connecting to PBX (private branch exchange)

Configure settings to connect this machine to PBX (private branch exchange). This displays the [Out-side] key on the destination specification screen. When you specify the destination using the [Out-side] key, it prevents cancellation of significant digits from occurring to a dialed number, which allows a fax to be sent to the correct destination.

For details on the setting procedure, refer to [Here](#).

Tips

- If a cancellation of significant digits in a dialed number occurs, "31-234-XXXX" may be sent even when "03-1234-XXXX" was specified as the fax number. When you specify the destination using the [Out-side] key, you can prevent a sending error due to a cancellation of significant digits in a dialed number.

Registering a Destination

Registering a frequently used destination

Pre-registering a frequently used destination, this machine will save you the trouble of having to enter it each time you send data.

For details on the registration procedure, refer to [Here](#).

Registering the LDAP server used to search for a destination

If the LDAP server or the Active Directory of Windows Server is used for user management, you can search for destination information registered in the server and specify the desired destination.

For details on the registration procedure, refer to [Here](#).

Setting the Usage of an Additional Line

When multiple lines are used, specify the individual method for each line. If you configure a specific function for each line, you can use each line for a different purpose.

For details on the setting procedure, refer to [Here](#).