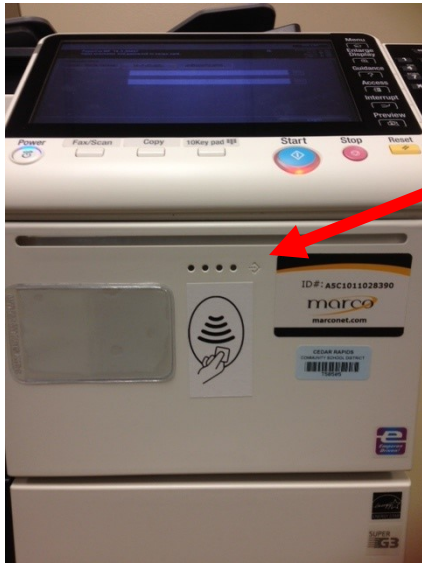


FAX RETRIEVAL



1. When you have received a fax, the indicator lights on the front of the machine will be blue. (They are not lit up in the photo to the left).

2. Log in.

3. Select User Box from the main menu.

4. Select System

5. Select Memory RX

6. Enter the password. The password is your 7 digit fax number. (Example—5580000—do not enter area code)

7. Faxes will be shown as thumbnails.

8. Select the fax you want. If you wish to see a larger image of the fax, click on the details option.

You may then choose to Print or Delete. **Once the fax has been printed it will be deleted from the queue.

