

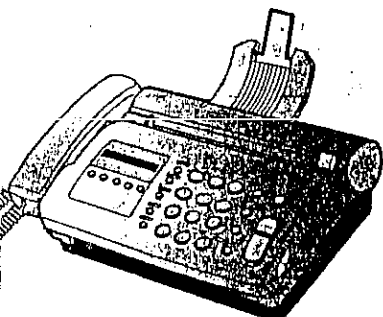
# SHARP®

MODEL

**UX-70/75  
FO-251**

**FACSIMILE**

**OPERATION MANUAL**



**QUICK REFERENCE GUIDE**

- 1. INSTALLATION**
  - 2. INITIAL SETTINGS**
  - 3. BASIC OPERATIONS**
  - 4. ANSWERING MACHINE CONNECTION**
  - 5. OPTIONAL SETTINGS**
  - 6. PRINTING OUT REPORTS AND LISTS**
  - 7. MAINTENANCE**
  - 8. TROUBLESHOOTING**
- SPECIFICATIONS**
- INDEX**

## MAINS PLUG WIRING INSTRUCTIONS

This equipment is fitted with a moulded type mains plug which incorporates a detachable fuse cover, under no circumstances should the plug be used without the fuse cover fitted.

In the unlikely event of the socket outlet in your home not being compatible with the plug supplied, cut off the mains plug and fit an appropriate type observing the wiring code below.

**DANGER:** The fuse from the cut-off plug should be removed and the plug should be disposed of in a safe manner. Under no circumstances should the cut-off plug be inserted into a socket outlet as a serious electric shock may occur.

If you are not sure how to do this, get help from a qualified electrician.

### IMPORTANT

The wires in this mains lead are coloured in accordance with the following code:

<b>GREEN-AND-YELLOW:</b>	<b>Earth</b>
<b>BLUE:</b>	<b>Neutral</b>
<b>BROWN:</b>	<b>Live</b>

As the colours of the wires in the mains lead of this apparatus may not correspond with the coloured markings identifying the terminals in your plug, proceed as follows:

The wire which is coloured **GREEN-AND-YELLOW** must be connected to the terminal in the plug which is marked by the letter **E**, or by the safety earth symbol  $\equiv$ , or coloured green or green-and-yellow.

The wire which is coloured **BLUE** must be connected to the terminal which is marked with the letter **N** or coloured black.

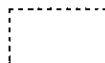
The wire which is coloured **BROWN** must be connected to the terminal which is marked with the letter **L** or coloured red.

This apparatus must be protected by a 13A fuse in the mains plug or distribution board.












**"WARNING: THIS APPARATUS MUST BE EARTHED"**

**This apparatus complies with the requirements of BS 800  
(EN 55014) : 1988 and BS 6527 (EN 55022) : 1988.**



*Note: Steps which are optional are enclosed in a dotted frame:*



## Transmitting documents

<b>Normal Dialling</b>	Load document →  → Lift handset or press <b>SPEAKER</b> → Dial (press numeric keys) →  → Hang up
<b>Direct Keypad Dialling</b>	Load document →  → Dial (press numeric keys) → 
<b>Rapid Key Dialling</b>	Load document →  → Press Rapid Key
<b>Speed Dialling</b>	Load document →  →  → Enter Speed Dial number (press 2 numeric keys) → 
<b>Redialling</b>	Load document →  →  → Wait for reception tone → 

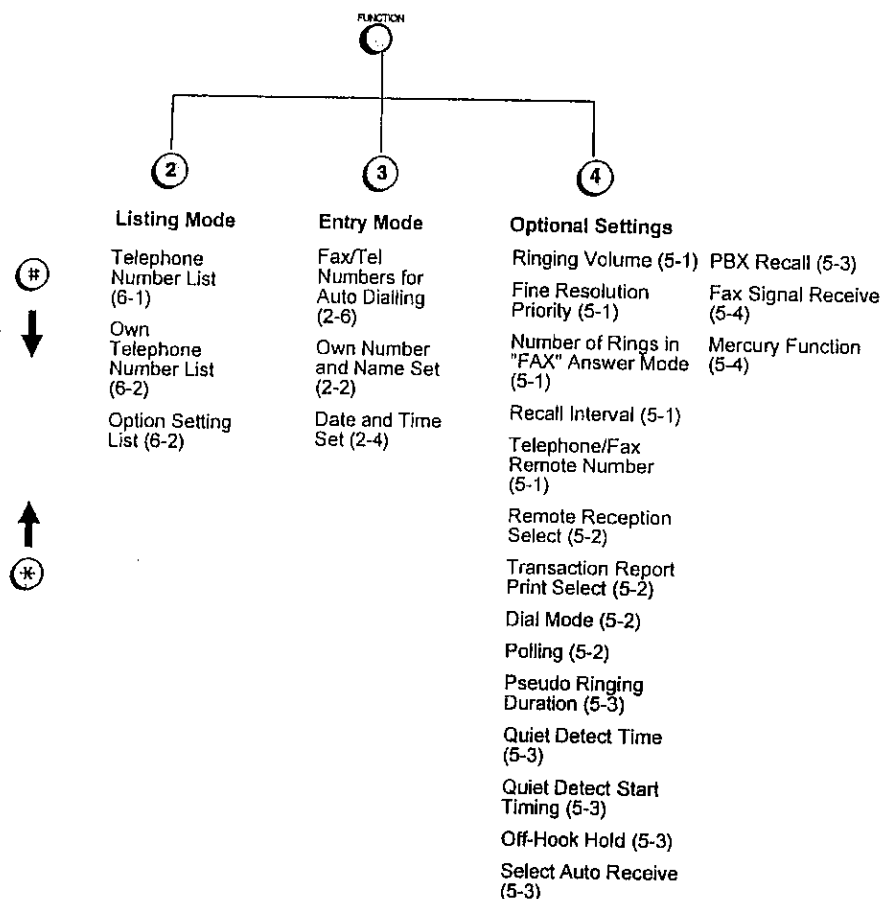
## Making voice calls

<b>Normal Dialling</b>	Lift handset or press <b>SPEAKER</b> → Dial (press numeric keys) → Lift handset if you pressed <b>SPEAKER</b>
<b>Rapid Key Dialling</b>	Lift handset or press <b>SPEAKER</b> → Press Rapid Key → Lift handset if you pressed <b>SPEAKER</b>
<b>Speed Dialling</b>	Lift handset or press <b>SPEAKER</b> →  → Enter Speed Dial number (press 2 numeric keys) → Lift handset if you pressed <b>SPEAKER</b>
<b>Redialling</b>	 → Lift handset

**FUNCTION key menu**

The following chart shows the layout of the functions and settings accessed by pressing the **FUNCTION** key. First press the **FUNCTION** key, the appropriate numeric key as shown, and then "\*" or "#" until the desired setting appears.

Instructions for making each setting appear in the display. If you have any difficulty, refer to the detailed instructions on the page shown by the setting.



## ABOUT THE MERCURY RESIDENTIAL SERVICE

### 132 or Residential PIN Service

#### Residential 132 Service

Access code 132 is pre-programmed in the Mercury key (Rapid key 01) at the factory

Simply prefix all numbers manually or automatically dialled with this key. The key can also be used to assign the Mercury access code as a prefix to other autodial numbers during programming, p 2-12.

#### Residential PIN Code Service

Clear access code 132 from the Mercury key (Rapid key 01), p 2-8.

Program the Mercury key (Rapid key 01) with access code 131, a pause, and Mercury PIN, p 2-11.

Simply prefix all numbers manually or automatically dialled with this key. The key can also be used to assign the Mercury PIN as a prefix to other autodial numbers during programming, p 2-12.

To change from the Residential PIN Code Service to the Residential 132 Service, clear the Mercury key (Rapid key 01) and reprogram it with the access code 132. The machine will automatically recognise the digits 132 and accept them without requiring a further pause or Mercury PIN.

# INTRODUCTION

Congratulations on your purchase of the UX-70/75/FO-251, and thank you for choosing Sharp!

The UX-70/75/FO-251 facsimile transceiver is G3 compatible, which means it is able to communicate with almost every facsimile machine in use today. In addition to the basic operations of sending and receiving documents, it provides a variety of special features designed to increase the ease and effectiveness of your communications.

This manual gives you easy-to-follow instructions for installing and using the UX-70/75/FO-251. The Table of Contents will show you where instructions for using each feature are located. Whilst you may not need to read every section in detail at first, we recommend you at least review them briefly.

If you have any questions or problems which cannot be solved by reading this manual, please contact your Sharp dealer or service agent.

- ◆ Keys, switches, and labels on the machine are indicated in **BOLD** print.
- ◆ Messages appearing in the display are indicated in **CAPITAL LETTERS**.

## ◆ *Your fax machine and the telephone system*

Your Sharp UX-70/75/FO-251 Facsimile Transceiver is approved for connection to the Public Switched Telephone Network (PSTN), it is also approved for connection via a Private Branch Exchange (PBX), and can be used with either Loop Disconnect (LD) or Dual Tone Multi-Frequency (DTMF) signalling.

Your facsimile machine is not suitable as an extension to some payphones or for use on shared service lines.

## **REN**

The Ringer Equivalence Number (REN) of your fax machine is 1.

The total number of instruments that can be connected to an exclusive line is determined by adding the REN values of each instrument. The total should not exceed 4.0. A telephone provided by BT is assumed to have a REN of 1 unless otherwise marked.

## **Emergency services**

Emergency services (999) can be called from this apparatus. Please display on the telephone the number required to access that service, together with the number of the telephone, using the label provided.

#### ♦ *Private branch exchange (PBX) connection*

Your facsimile machine is approved for connection to the Public Telephone Network (PSTN) via compatible PBX systems. Consult your supplier for a list of suitable PBX systems. It cannot be guaranteed that this facsimile machine will operate correctly under all possible conditions of connection to compatible PBX systems.

This facsimile machine has been approved for use of the following facilities:

Tone dialling (DTMF)

Loop disconnect (Pulse dialling)

Loudspeaking (Call Progress Monitor)

On-hook dialling

Automatic answering

Automatic dialling

Automatic clearing

Last number redial

Time break or Earth recall

Series connection of extension telephone(s)

Any other usage will invalidate the approval of the facsimile if as a result it then ceases to comply with the standards against which approval was granted.

#### **Series connection**

When connected via series apparatus, difficulties may occasionally be experienced when making calls to the PSTN and by both parties during telephone conversations. If difficulties are experienced, contact the supplier or maintainer of the series apparatus in the first instance.

The voltage drop introduced by your facsimile between the PSTN and the associated apparatus at a current of 40mA d.c. is 2 volts, therefore no additional series equipment may be connected.

# TABLE OF CONTENTS

## QUICK REFERENCE GUIDE

---

### 1 INSTALLATION

---

Unpacking . . . . .	1-1
Assembly and Connections . . . . .	1-2
Loading the Fax Paper . . . . .	1-5

### 2 INITIAL SETTINGS

---

A Look at the Operation Panel . . . . .	2-1
Entering Your Name and Fax Number . . . . .	2-2
Entering Letters for Names . . . . .	2-3
Setting the Date and Time . . . . .	2-4
Selecting the Reception Mode . . . . .	2-5
Storing Numbers for Automatic Dialling . . . . .	2-6
Using the Mercury function . . . . .	2-9

### 3 BASIC OPERATIONS

---

Sending Documents . . . . .	3-1
Receiving Documents . . . . .	3-8
Making Copies . . . . .	3-11
Making Telephone Calls . . . . .	3-12
Polling . . . . .	3-15

### 4 ANSWERING MACHINE CONNECTION

---

Using the Connection . . . . .	4-1
Optional A.M. Mode Settings . . . . .	4-5

### 5 OPTIONAL SETTINGS

---

### 6 PRINTING OUT REPORTS AND LISTS

---

### 7 MAINTENANCE

---

### 8 TROUBLESHOOTING

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Problems and Solutions . . . . .	8-1
Messages and Signals . . . . .	8-3
Clearing Paper Jams . . . . .	8-4

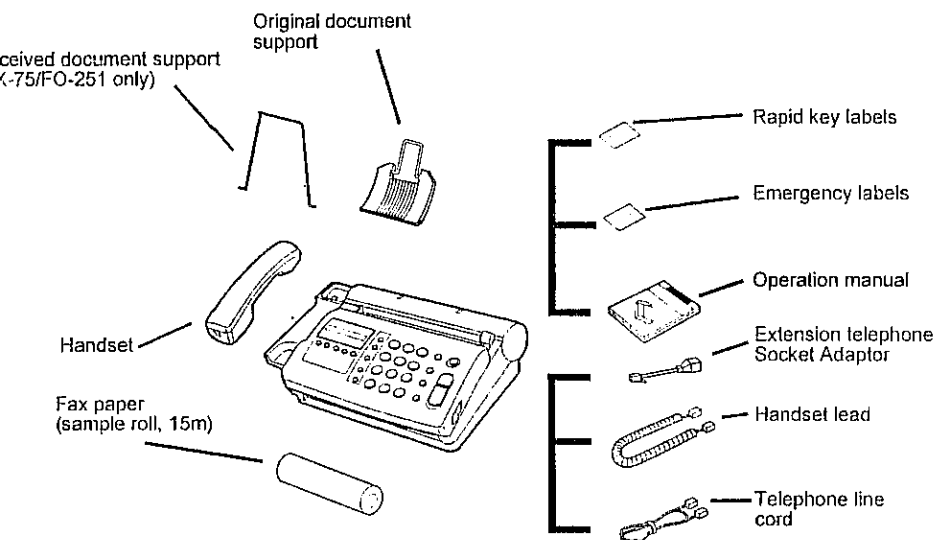
## SPECIFICATIONS

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## UNPACKING

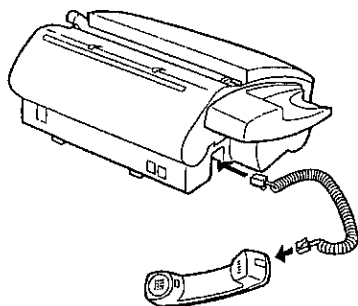
Take the fax machine out of the box carefully, and remove all packing material. Make sure you have all the items listed below. If any are missing, contact your dealer.



### ***Precautions before setting up***

- ◆ The fax must be installed on a level surface.
- ◆ Keep the fax away from air conditioners, heaters, direct sunlight, and dust.
- ◆ Provide easy access to the front, back, and sides of the fax. In particular, keep the area in front of the fax clear, or the original document may jam as it comes out after scanning.
- ◆ Keep liquids away from the fax. Liquids spilled on the fax can damage the internal circuitry.
- ◆ If the fax is moved from a cold to a warm place, it is possible that condensation may form on the reading glass, preventing proper scanning of documents for transmission. To remove the condensation, turn on the power and wait approximately 2 hours before using the fax.

## Handset



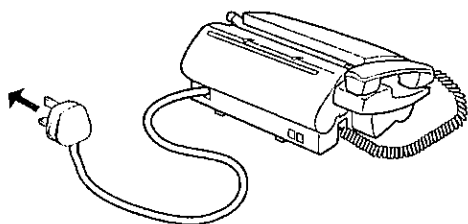
Connect the handset cord to the handset and the fax as shown.

- The ends of the handset cord are identical, so they will go into either socket.

Place the handset on the handset rest.

Use the handset to make ordinary phone calls, or to transmit and receive documents manually.

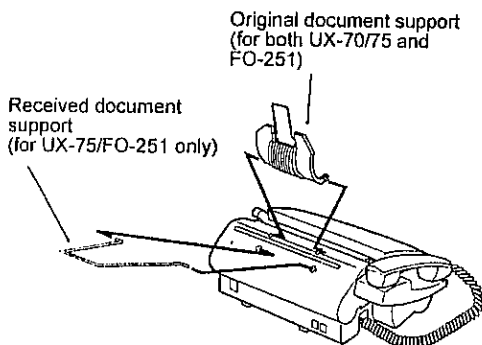
## Power lead



Plug the power lead into a 230 V, grounded (3-prong) AC outlet.

- The fax does not have a power on/off switch, so the power is turned on and off by simply plugging in or unplugging the power lead.
- **Caution:** The mains outlet (socket-outlet) shall be installed near the equipment and shall be easily accessible.
- **Important:** Whenever you unplug the power lead, disconnect the fax machine from the telephone network first.

## Document supports

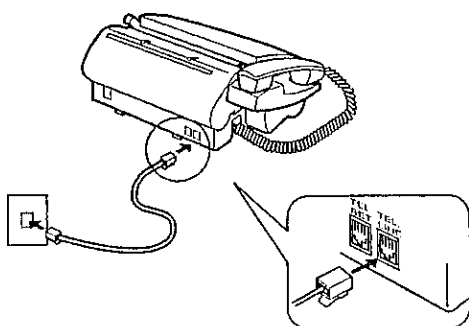


Attach the original document support by inserting the tabs into the holes at the top, rear of the fax.

- Flip the wire extender on the support up.

**UX-75/FO-251:** Attach the received document support by inserting the ends of the wires into the holes in the rear of the fax as shown.

## Telephone line cord



**Plug one end of the telephone line into the socket on the fax marked "TEL. LINE". Plug the other end into a new plan telephone wall socket.**

- Be sure to plug the line cord into the TEL. LINE socket on the fax. Do not plug it into the TEL. SET socket.
- If you do not have a new plan telephone socket, contact your local telephone supplier.
- *Eire:* An adaptor (provided with the machine) is required to facilitate connection to the TEL.LINE socket.

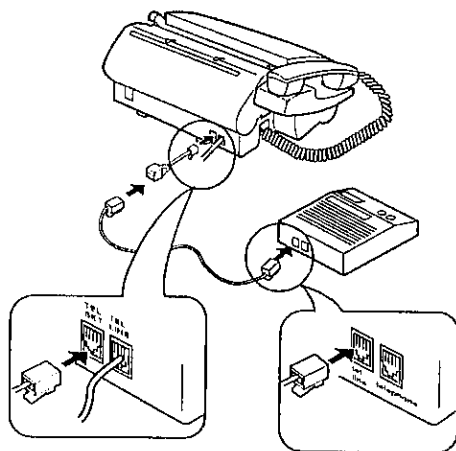
### Comments:

- *Your fax is set for tone dialling. If you are on a pulse dial line, you must reset the fax for pulse dialling. This is done by resetting Option Setting 8 as described in Chapter 5, "Optional Settings".*
- *If you are connecting the fax to a PBX, you may need to reset the fax to the appropriate recall mode for the PBX. This is done by setting Option Setting 15 as described in Chapter 5.*
- *If you intend to use a computer fax modem on the same phone line, you must reset Option Setting 16 to OFF in order to prevent transmission and reception errors. This procedure is described in Chapter 5, "Optional Settings".*
- *Connection to the telephone network must not be hard wired.*
- *If your area experiences a high incidence of lightning or power surges, we recommend that you install surge protectors for the power and telephone lines. Surge protectors can be purchased from your dealer or at most telephone specialty stores.*
- *The facsimile will not ring in response to incoming calls in the absence of mains power to the machine. For this reason it is recommended that the fax is not left as the only telephone instrument on line when in this state.*

## Other devices

If desired, you can connect either an answering machine or an extension telephone to your fax.

- ◆ Connecting an answering machine to the fax will allow you to receive both voice and fax messages on the same line while you are out. For details on using this feature, see Chapter 4.
- ◆ You can connect an extension phone to the fax to make and receive calls like any other extension phone on your line. For details on receiving faxes from an extension phone, see "Receiving Documents" in Chapter 3.



**Important:** If you are connecting an answering machine, make sure the other end of the line is inserted into the answering machine's telephone line socket, not its telephone socket.

**Remove the seal covering the socket marked "TEL. SET" on the fax.**

**Insert the modular plug of the socket adaptor into the "TEL. SET" socket, and then insert the plug of the extension phone or answering machine line into the U.K. style socket of the adaptor.**

- **Important:** If the extension telephone or answering machine is not connected to the extension telephone socket on the fax as shown, the set-up will not operate properly.
- **Eire :** Insert the plug of the answering machine extension phone line directly into the "TEL.SET" socket. (The adaptor supplied with the machine is for the "TEL.LINE" not the "TEL.SET" socket.)

### Comments:

- The safety status of this socket is TNV, and is provided for the connection of approved telephone equipment only. To ensure continued safety compliance, do not connect any other equipment to this socket.
- More than one extension telephone may be connected to the same line as the fax, provided they are connected as shown above and the total REN value does not exceed 4. If you are connecting the fax into an existing multi-telephone installation, the wiring may need some alteration. Contact your telephone supplier for assistance.

### Using the fax to make calls when the power is off:

Your fax is still capable of making outgoing telephone calls when the power is switched off, however when using pulse dialling with the fax in power off condition, no other devices (eg. extension telephones, answering machines etc.) should be connected to any parallel sockets you may have on the same line.

Instead, to obtain the best performance from your fax and the other devices, they should be connected in series via the **TEL.SET** socket of your fax as described above.

Your fax prints by a process called thermal printing. The print head applies heat to special paper which is chemically treated to change colour when heated to a certain level, and this creates the printed text or image.

Follow the steps below to load the sample 15 m roll of fax paper provided.

1

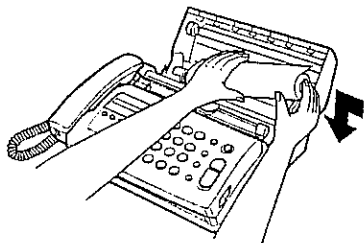


Grasp the finger hold on the front and centre of the paper compartment cover, and pull up to open the cover.

Remove the packing paper from the paper compartment.

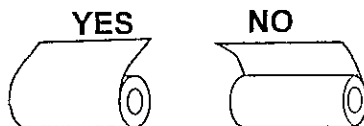
- **Caution!** If you are replacing the paper, do not touch the metal strip in the compartment. It may be hot if a document has just been printed.

2



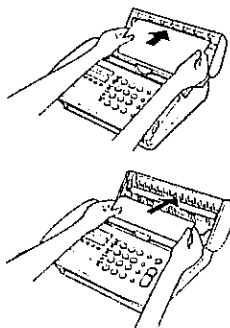
Unwrap the roll of fax paper and insert it in the compartment.

- Make sure the hubs on each side of the compartment fit into the ends of the roll. The hub on the left side is mounted on a spring to allow for insertion.



- **Important:** The roll must be placed so that the leading edge of the paper feeds from over the top of the roll. (The paper is only coated on one side for printing. If the roll is placed upside down, the paper will come out blank after printing.)

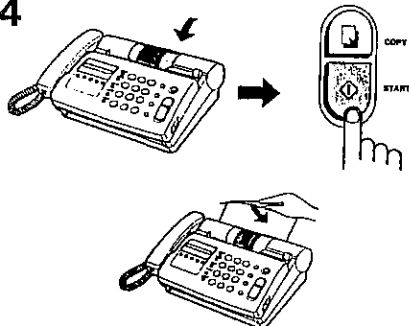
3



**UX-70:** Pass the leading edge of the paper over the roller and through the outlet in the paper compartment cover. Remove any slack.

**UX-75/FO-251:** Pass the leading edge of the paper under the cutter guide and pull it out through the outlet in the paper compartment cover. Remove any slack.

4



**UX-70:** Close the cover and then press the **START** key. A short length of the fax paper will feed out. Grasp the paper by the edge and pull upward to tear it off.

**UX-75/FO-251:** Close the cover. A short length of the fax paper will feed out and be cut off. (If this doesn't happen, repeat the loading procedure.)

## Replacing the fax paper

To assure a long life for your fax and obtain the best reproduction quality, we recommend that you use the following Sharp fax (thermal) paper which is available from your dealer:

### FO-20PR THERMAL PAPER (30 m roll)

- ◆ The use of any other paper may result in poor copy quality and excessive build-up of residue on the head. This is due to the different thermal reactive characteristics of each manufacturer's paper.

**UX-70:** When the paper runs out, **OUT OF PAPER** will appear in the display. Reception and copying will no longer be possible. To replace the paper, first take out the old roll, then load the new roll as described above.

**UX-75/FO-251:** Sharp paper has a black stripe on the last 1.5 m of the roll. When the fax detects this stripe, it finishes printing the current page and then stops. **OUT OF PAPER** will appear in the display, and further reception and copying will not be possible. To replace the paper, first take out the old roll, then load the new roll as described above.

## Handling fax paper

Do not unpack the paper until you are ready to use it. It may become discoloured if:

- ◆ It is stored in a place with high humidity or high temperature.
- ◆ It is exposed to direct sunlight.
- ◆ It comes in contact with glue, thinner, or a freshly copied blueprint.
- ◆ It is scratched, causing heat due to friction.
- ◆ A rubber eraser or adhesive tape is used on it.

## A LOOK AT THE OPERATION PANEL

Before you can begin using your fax, there are some settings which must be made using the keys on the operation panel. First take a moment to familiarize yourself with the operation panel, and then make the settings as described on the following pages.

### Rapid Keys

Use these keys to dial fax and voice numbers automatically. Rapid Key 01 (indicated by the blue logo) also serves as an access key when using the Mercury Service. (Note that you must attach the Rapid Key labels.)

### Liquid crystal display

This displays various messages during operation and programming.

### Number keys

Use these keys to dial numbers, and enter numbers and letters during number/name storing procedures.

### SPEED key

Press this key to dial a number by entering a 2-digit Speed Dial number. It also functions as a delete key when storing a number or name.

### REDIAL key

Press this key to automatically redial the last number dialed. It can also be used to shift between upper and lower case letters when storing a name.

### STOP key

Press this key to stop operations before they are completed.

### SPEAKER VOLUME keys

After pressing the SPEAKER key, press the UP key to turn the volume of the speaker up, or the DOWN key to turn it down.

### FUNCTION key

Press this key to select various special functions.

### RESOLUTION key

Press this key to adjust the resolution and contrast before sending or copying a document.

### Symbol keys

Press either of these keys to select a special symbol when storing a name.

### R key

If you are on a P.B.X. extension, press this key to transfer or put the other party on hold. It can also be used to move the cursor to the left when storing a number or name.

### RECEPTION MODE key

Press this key to select the mode of reception. An arrow in the display will point to the mode selected.

### COPY key

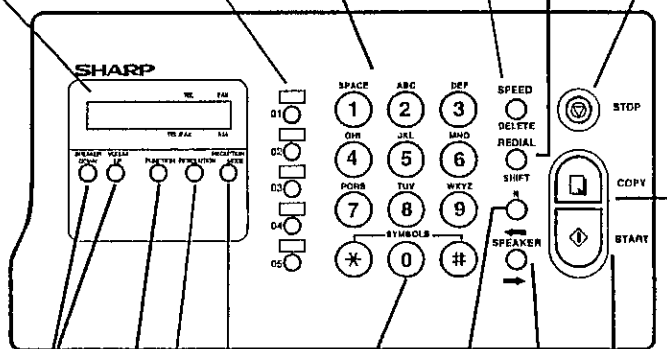
Press this key to make a copy of a document.

### START key

Press this key to send or receive a document.

### SPEAKER key

































Press this key to dial a number without picking up the handset. It can also be used to move the cursor to the right when storing a number or name.



## ENTERING YOUR NAME AND FAX NUMBER

To have your name and fax/telephone number (called the "Sender's name" and "Sender's number") printed at the top of every page you transmit, program them by pressing the panel keys as shown below.

- ♦ If you enter an incorrect number or letter, press the **R** key to move the cursor back to the mistake, then enter the correct number or letter. (To move the cursor forward, press the **SPEAKER** key.)

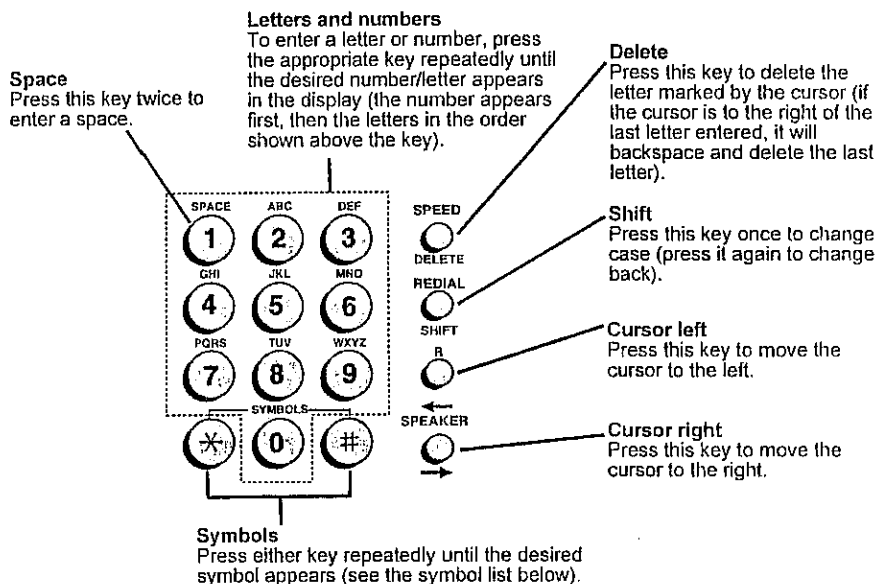
Step	Press these keys:	Comments
1	 	"ENTRY MODE" will appear in the display.
2	 	"OWN NUMBER SET" will appear in the display.
3		
4	       (Example)	Enter your fax number (max. of 20 digits) by pressing the numeric keys. (To insert a space between digits, press the "#" key. To insert a "+", press the "*" key.)
5		
6	                 (Example: "SHARP")	Enter your name by pressing the appropriate numeric keys as shown on the following page. Press each key repeatedly until the desired letter appears in the display. (Max. of 24 characters.)
7		
8	 <b>STOP</b>	Exit.

**Note:** To confirm that you have correctly entered your name and number, print out the Own Telephone Number List (see Chapter 6). This list also shows a sample of what will be printed at the top of every page you transmit ("HEADER PRINT").



## ENTERING LETTERS FOR NAMES

Names are programmed by pressing the numeric keys. To enter a letter, press the key below the marked letter two or more times until the letter appears in the display. The keys which are used for entering letters and editing are shown below.



### Comments:

- To enter two letters in succession which require using the same key, press the **SPEAKER** key once after entering the first letter, then enter the second letter.
- To change one individual letter to another, move the cursor to that letter and enter the desired letter. The new letter will simply replace the old one.

### Symbol list

















To enter a symbol from the list below, press the "\*" key or the "#" key repeatedly until the desired symbol appears.

# →	← *
. / ! " # \$ % & ' ( ) * + , - . : ; < = > ? @ [ \ ] ^ _ {   } → ←	

## SETTING THE DATE AND TIME

The date and time appear in the display and in reports, and are printed at the top of every page you transmit. Set the date and time by pressing the keys on the operation panel as shown below.

- ♦ To correct a mistake, press the **SPEED** key to move the cursor back to the mistake, and then enter the correct number.

Step	Press these keys:	Comments
1	 	ENTRY MODE will appear in the display.
2		DATE & TIME SET will appear in the display.
3		
4	  (Example)	Enter the day of the month (2 digits: "01" to "31").
5	  (Example: January)	Enter the month (2 digits: "01" for January, "02" for February, "12" for December, etc.).
6	  (Example: 1995)	Enter the last two digits of the year.
7	  (Example: 3 P.M.)	Enter the hour (2 digits: "00" to "23").
8	  (Example)	Enter the minute (2 digits: "00" to "59").
9		The clock will now start.
10	 STOP	Exit.

Your fax has four modes for receiving incoming calls and faxes:

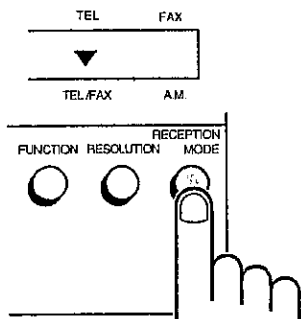
**TEL mode:** This is the most convenient mode for receiving phone calls. You can also receive faxes; however, all calls must first be answered by picking up the fax's handset or an extension phone connected to the same line.

**FAX mode:** Select this mode when you only want to receive faxes on your line. The fax will automatically answer all calls and receive incoming faxes.

**TEL/FAX mode:** This mode is convenient for receiving both faxes and voice calls. When a call comes in, the fax will detect whether it is a voice call (including manually dialed fax transmissions), or an automatically dialed fax. If it is a voice call, the fax will make a special ringing sound to alert you to answer. If it is an automatically dialed fax transmission, reception will begin automatically.

**A.M. mode:** Select this mode when an answering machine is connected to the fax and you want the answering machine to answer all calls. This allows you to receive both voice messages and faxes while you are out.

## Setting the reception mode



Press the **RECEPTION MODE** key until the arrow in the display points to the desired mode.

For more information on receiving faxes in TEL mode, FAX mode, and TEL/FAX mode, see "Receiving Documents" in Chapter 3. For more information on using A.M. mode, see Chapter 4.

## STORING NUMBERS FOR AUTOMATIC DIALLING

Automatic dialling is a quick and convenient way of dialling which is performed by either pressing a Rapid Key (Rapid Key Dialling), or pressing the **SPEED** key and entering a 2-digit number (Speed Dialling). It can be used for both fax transmissions and voice calls.



























To use automatic dialling, you must first store the full number in your fax. At this time, you assign a 2-digit Speed Dial number to it, and you can also enter a name which appears in the display when the number is dialled. Up to 15 numbers can be stored.

- ◆ Speed Dial numbers from "01" to "05" can be used for both Rapid Key Dialling and Speed Dialling; Speed Dial numbers from "06" to "15" can only be used for Speed Dialling.
- ◆ Attach the Rapid Key labels to the Rapid Keys, and then write the name of the party above the corresponding key each time you store a number for Rapid Key Dialling.









### Storing numbers

#### Comments:

- To enter letters for names or correct a mistake, see "Entering letters for names" in this chapter.
- Rapid key 01 has been set at the factory for use as the Mercury key. If you are not using the Mercury Service and want to use Rapid Key 01 for Rapid Key dialling, clear Rapid key 01 as described in "Clearing numbers" which follows in this section, and reset Option Setting 17 as described in Chapter 5.
- You may need to add a pause between certain digits to allow time for connection. For example, if you are on a PBX telephone system that requires an access number to be dialled (such as "9") to access an outside line, you will need to enter a pause between the access number and the number of the receiving fax machine.
- Pauses are entered by pressing the **REDIAL** key, and several can be entered in a row if necessary. The first pause entered gives a time delay of about 4 seconds, and subsequent pauses give delays of 0.9 seconds each. The total duration of pauses entered for any one fax or voice number cannot exceed 11 seconds.
- To confirm that Automatic Dialling numbers have been stored correctly, print out the Telephone List. The procedure for doing this is described in Chapter 6, "Printing out Reports and Lists".

Step	Press these keys:	Comments
1	 	ENTRY MODE will appear in the display.
2		FAX/TEL. # MODE will appear in the display.
3		Select SET.
4	  (Example)	Enter a 2-digit number (from 01 to 15) using the numeric keys. This will be the Speed Dial number.
5	       (Example)	Enter the fax or voice number (max. of 20 digits including pauses) using the numeric keys.
6		
7	        ...   (Example)	Enter the name of the location or party by pressing numeric keys as described in "Entering Letters for Names" in this chapter (max. of 10 characters). If you don't want to enter a name, skip this step.
8		
9	Step 4 or  STOP	Return to Step 4 to store another number, or press STOP to exit. If the number will be used for Rapid Key Dialling, you can write the name on the label above the appropriate Rapid Key.

## Clearing numbers

Step	Press these keys:	Comments
1	 	ENTRY MODE will appear in the display.
2		FAX/TEL. # MODE will appear in the display.
3		Select CLEAR.
4	  (Example)	Enter the Speed Dial number which you want to clear using the numeric keys.
5		
6	Step 4 or  STOP	Return to Step 4 to clear another number, or press STOP to exit.

## Making changes

To make changes in a number previously stored, repeat the storing procedure. Select the code number for which you want to make changes in Step 4, and then change the number and/or name when they appear in the display (Steps 5 and 7, respectively).

Numbers and letters are changed as described in "Entering letters for names" in this chapter.

### ♦ A lithium battery keeps automatic dialling numbers in memory

Your fax uses a lithium battery to keep automatic dialling numbers and other programmed data in memory when the power is turned off.

Battery power is consumed primarily when the power is turned off. With the power kept continuously off, the life of the battery is about 5 years.

If the battery fails, have your dealer or service agent replace it. Do not try to replace it yourself.

### The Mercury Residential Service

*Note: The Mercury Service is only available in the U.K.*

Mercury's Residential Service is a highly competitive telephone service for the residential and small business user.

Most UK long distance and international calls are cheaper over Mercury, especially in the Economy period. For customers who make a large number of long distance and international calls during the daytime, extra savings are available by joining the Mercury Frequent Caller Programme.

Mercury calls are rounded to the second, and charged to the nearest tenth of a penny. You will also receive fully itemised bills. Mercury Customer Services are available 24 hours a day to provide the highest level of customer service.

There are two ways to access Mercury, the Residential 132 Service and the Residential PIN Code Service. You can find out the best method for you by calling Mercury Customer Services on FreeCall 0500-500 194 (24 hours). Most homes and businesses are now able to access the Mercury network via their existing BT line. Mercury Customer Services will be able to check whether Mercury is available in your area.

All Mercury's charges and tariffs are the same for both methods of accessing Mercury—the only difference is how you connect to the Mercury network.

### For Residential 132 Service customers

Once you have become a Mercury Residential 132 customer, you simply dial 132 before a long distance or international call to send it over the Mercury network.

The Mercury Key on your fax machine (Rapid Key 01) comes with the digits "132" pre-stored in it and therefore no further programming is necessary.

To check that you have access to the Mercury Residential Service pick up the handset, wait for the dial tone, press the Mercury Key, and dial 132. This call is free of charge. You should be connected to a recorded message welcoming you to the Mercury network. If you have any difficulties, please contact Mercury Customer Services (Fault Reporting) on FreeCall 0500-500 193 (24 hours).

To send your long distance and international calls and faxes over Mercury, press the Mercury Key before the STD code and telephone number of the party you are calling.

If the Residential 132 Service is not yet available in your area, you may apply to use the Mercury Residential PIN Code Service.

## For Residential PIN Code Service customers

After you apply for Mercury's Residential PIN Code Service you will receive a Mercury PIN Code in two separate parts.

The PIN Code, which is similar to a bank PIN number, identifies you as a Mercury customer. For consistency with messages shown on the machine display, this manual will refer to the Mercury PIN Code as the "I.D. Code".

To access Mercury's Residential PIN Code Service, you must first dial the access code "131", wait until you hear the high-pitched Mercury tone, and then enter your I.D. Code. After this, dial the number of the party you want to call.

## Cost Centre Codes

Cost centre codes are selectable on your Mercury order form. By keying in a code number (either 2 or 3 digits) before each Mercury call, businesses can allocate calls to different jobs, or residential users can see who is responsible for each call. If you have requested this option then to make a call via Mercury you must press the Mercury Key, enter your chosen cost centre code, and then dial the telephone or fax number of the party you want to call.

Please note that Cost Centre Codes are not currently available with the Residential 132 Service.

## Programming the Mercury Key for the Residential PIN Code Service

The access code, a pause, and your I.D. code can all be programmed into the Mercury Key (Rapid Key 01). This will allow you to access the Mercury network by simply pressing the Mercury Key.

To program the Mercury Key, Option Setting 17 must be set to "1" (YES). It has been set to "1" at the factory, but if you need to check the setting or reset it, see Chapter 5, "Optional Settings".

A pause must be entered between the access code and your I.D. code to allow time for connection to the Mercury network. This is done by entering a code number corresponding to the length of the pause as shown in the table below. If you are connected to a Tone exchange a pause of 4 seconds should be sufficient. However, if programming the Mercury Key proves unsuccessful or if you are connected to a Pulse exchange, try longer pauses until programming proves successful.





















Code	01	02	03	04	05	06	07	08	09	10
Pause (seconds)	4.0	4.9	5.8	6.7	7.6	8.5	9.4	10.3	11.2	12.1



Reprogram the Mercury Key by pressing the panel keys as shown below.

**Important:**

- It is only necessary to follow the programming procedure below for access via the Residential PIN Code Service. For the Residential 132 Service no programming is required as the access digits are stored in the Mercury Key from the factory.
- To reprogram the Mercury key, you must first clear it following the procedure described for clearing numbers in "Storing Numbers for Automatic Dialling" in this chapter.

Step	Press these keys:	Comments
1	 	ENTRY MODE will appear in the display.
2		FAX/TEL.# MODE will appear in the display.
3		Select SET.
4	 	Enter the code number for Rapid Key 01 (the Mercury Key) by pressing "0" and "1".
5	  	Enter the access code.
6	  (Example)	Enter a code number for a pause (see the table on the previous page).
7	       (Example)	Enter your I.D. code (max. of 10 digits).
8		
9	 STOP	Exit. For easy identification, the blue Mercury logo is located above the Mercury Key.

To check that the Mercury I.D. code has been reprogrammed correctly, pick up the handset or press the **SPEAKER** key, wait for the dialling tone, and press the Mercury Key (followed by a 2 or 3 digit cost centre code if applicable), and dial 1500. This call is free of charge. During connection you will hear a high pitched tone. This is the Mercury dial tone. You should then be connected to a recorded message welcoming you to the Mercury network.

If you have any difficulties, please contact Mercury Customer Services on FreeCall 0500 500 193 (24 hours).

**Note:** For security reasons, your I.D. code cannot be listed or displayed once it has been entered. However, it can be cleared and re-programmed if desired.

### ***Clearing or changing the Mercury Key***

To clear the Mercury Key or change the code programmed into it, follow the procedure for clearing numbers described in "Storing Numbers for Automatic Dialling" in this chapter, and then repeat the programming procedure on the preceding page if necessary.

If for any reason you have to return your fax machine for repair, for security reasons, you should clear the PIN Code, if programmed, from the Mercury Key.

### ***Rapid Key and Speed Dial numbers for Mercury use***

Once the Mercury key has been programmed appropriately for either the 132 or Residential PIN Service, you can use it to include the Mercury access code when storing fax and voice numbers for Rapid Key and Speed Dialling. This will save you the trouble of pressing the Mercury Key each time you dial numbers by Rapid Key or Speed Dialling.

Simply press the Mercury Key before entering the desired fax or voice number when performing the procedure for storing numbers described in "Storing Numbers for Automatic Dialling" in this chapter. (Press the Mercury Key before Step 5 in the procedure.)

### **Dialling numbers on the Mercury network**

To dial numbers on the Mercury network, you can use any of the methods of dialling described in "Sending Documents" in Chapter 3 for fax transmissions, and any of the methods described in "Making Telephone Calls" in Chapter 3 for voice calls.

Simply press the Mercury Key before entering the number:

- ♦ **Normal Dialling:** Press the Mercury Key, enter a cost centre code (if applicable), and then dial the number of the other party.
- ♦ **Direct Keypad Dialling:** Press the Mercury Key, enter a cost centre code (if applicable), and then dial the number of the other party.
- ♦ **Rapid Key Dialling:** Press the Mercury Key and then the appropriate Rapid Key.
- ♦ **Speed Dialling:** Press the Mercury Key, then press the **SPEED** key and enter the Speed Dial number.

**Note:** For Rapid Key and Speed Dialling, do not press the Mercury Key if it has already been programmed into the automatic dialling number as described in the above section.

## Transmittable documents

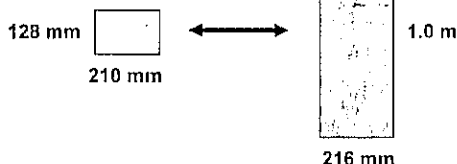
Your fax can transmit most standard office documents. Specific guidelines are as follows:

### Size and weight

The size and weight of documents which you can load in the document feeder depend on whether you load one sheet at a time or several sheets at once.

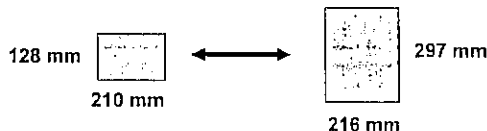
#### One sheet at a time:

52 g/m<sup>2</sup> ↔ 157 g/m<sup>2</sup>



#### Several sheets at once:

52 g/m<sup>2</sup> ↔ 80 g/m<sup>2</sup>



**Note:** The area of the document which is scanned by the fax is slightly smaller than the actual document size. Any letters or graphics outside this area cannot be transmitted.

Scanning width: 210 mm

Scanning length: The length of the sheet minus 4 mm from both the top and bottom edges.

### Other restrictions

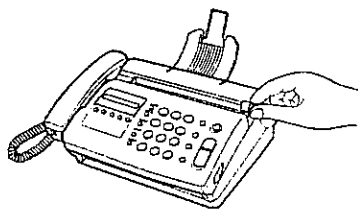
- ♦ Documents written in yellow, greenish yellow, or light blue ink cannot be transmitted, as the scanner does not recognise these colours.
- ♦ Ink, glue, and correcting fluid on documents must be dry before they are transmitted.
- ♦ All clips, staples, and pins must be removed from documents before transmission. If these are not removed, they may damage the fax.
- ♦ Documents which are patched, taped, torn, smaller than the minimum size, carbon backed, or easily smudged should be photocopied, and the copy used for transmission.

**Loading the document**

Up to 15 sheets can be placed in the feeder at one time. The sheets will be automatically fed into the fax starting from the sheet on the bottom.

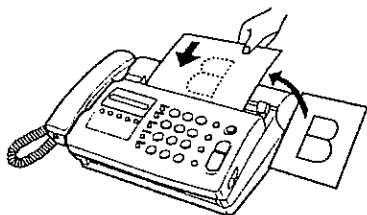
- ♦ If you need to send or copy more than 15 sheets, place the additional sheets gently and carefully in the feeder as the last sheet is being scanned. Do not try to force them in, as this may cause double-feeding or jamming.
- ♦ If your document consists of several large or thick sheets which must be loaded one at a time, insert each sheet into the feeder as the previous sheet is being scanned. Insert gently to prevent double-feeding.

---

**1**

Adjust the document guide on the right side of the feeder to the width of your document.

---

**2**

Place the document face down and push it gently into the document feeder. The top edge of the document should enter the fax first.

- The feeder will draw the leading edge of the document into the fax. READY TO SEND will appear in the display.

---

**3**

You can now either make resolution and/or contrast settings as described in the following section, or dial the other party as described in the section, "Dialling and transmission".

**Important:**

- If you need to remove the document from the feeder before transmission or copying, first open the operation panel by pulling the panel release on the right side of the fax forward, and then remove the document. If you try to pull the document out without opening the operation panel, you may damage the feeder mechanism.

## Resolution and contrast

If you want, you can adjust the resolution and contrast before sending a document.

### Resolution

Your fax has 3 resolution settings:

STANDARD:	Use STANDARD for ordinary documents. This setting gives you the fastest and most economical transmission.
FINE:	Use FINE for improved reproduction, especially with documents containing small letters or fine drawings.
HALF TONE:	Use HALF TONE for photographs and illustrations. The original will be reproduced in 16 shades of grey.

If you do not make a setting, the fax will automatically send the document in STANDARD.

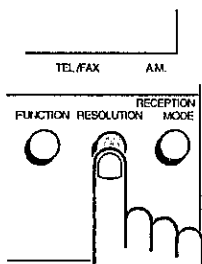
- ♦ In order to transmit with FINE resolution, the receiving fax machine must also have that resolution. If it doesn't, your fax will automatically step down to STANDARD.
- ♦ The default resolution (the resolution the fax uses if you do not make a resolution setting) can be changed to FINE by changing Option Setting 2. See Chapter 5, "Optional Settings".

### Contrast

The contrast is normally set to AUTO, which means that the fax automatically controls the contrast. However, if you are sending a light document, such as one written in pencil, we recommend that you change the setting to DARK.

### Setting the resolution and contrast

**Note:** In order to make a resolution and/or contrast setting, the document must first be loaded in the feeder.



Press the **RESOLUTION** key one or more times until the desired resolution and contrast settings appear in the display.

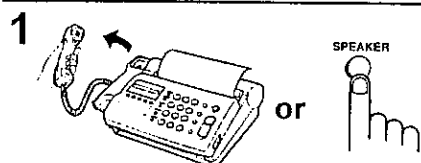
- The first time you move through the list of resolution settings, the contrast setting AUTO will appear next to each resolution setting. The second time you move through the list, the contrast setting DARK will appear.

## Dialling and transmission

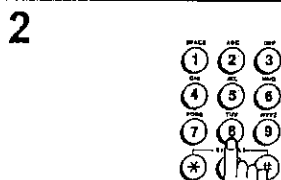
Once you have loaded the document and made any desired transmission settings, you are ready to dial the number of the receiving fax machine and transmit the document. There are several ways of dialling, and you can select the one which best suits your needs.

### Normal Dialling

With Normal Dialling, you pick up the handset (or press the **SPEAKER** key) and dial as you would to make a telephone call. If the receiving machine is set to receive faxes manually (this means that the receiving party first answers your call vocally, and then presses their Start key to begin fax reception), you can talk with them before sending the fax.



Pick up the handset or press the **SPEAKER** key. Listen for the dial tone.



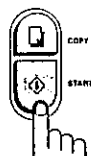
Dial the number of the receiving machine by pressing the numeric keys.



Wait for the connection. Depending on the setting of the receiving machine, you will either hear a facsimile reception tone or the other person will answer.

- If the other party answers, ask them to press their Start key (if you pressed the **SPEAKER** key, pick up the handset to speak with them). This causes the receiving machine to issue a reception tone.

4



When you hear the reception tone, press the **START** key. Replace the handset if you used it.

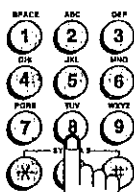
- When transmission is completed, the fax will beep.

### Direct Keypad Dialling

If you do not need to talk with the other party before sending the fax, you can just dial; it isn't necessary to pick up the handset or press the **SPEAKER** key.

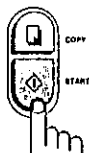
- ◆ Direct Keypad Dialling is a form of automatic dialling, so if you need to insert a pause between any digits of the number, press the **REDIAL** key. (For more information on pauses, see "Storing Numbers for Automatic Dialling" in Chapter 2.)

1



Enter the number of the receiving machine by pressing the numeric keys.

2

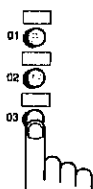


Check the display. If the number of the receiving machine shown is correct, press the **START** key.

- If it is not correct, press the **STOP** key to backspace and clear one digit at a time, and then re-enter the correct digit(s).

## Rapid Key Dialling

If the number you want to dial has been stored for automatic dialling as a Speed Dial number from "01" to "05" (see "Storing Numbers for Automatic Dialling" in Chapter 2), you can dial it by pressing the corresponding Rapid Key.



**Example:** To dial Speed Dial number "03", press Rapid Key 03.

**Press the Rapid Key corresponding to the desired Speed Dial number.**

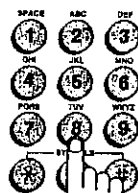
- The name of the receiving party will appear in the display. If no name was stored, the fax number will appear. (If the name or number is incorrect, press the **STOP** key.)
- The document will be automatically transmitted once the connection is made.

## Speed Dialling

Speed Dialling can be used to dial any number which has been stored for automatic dialling (see "Storing Numbers for Automatic Dialling" in Chapter 2).

**1**

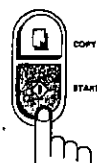
**SPEED**



**Press the SPEED DIAL key and then enter the two digits of the Speed Dial number by pressing the numeric keys.**

- To enter numbers 1 through 9, first enter 0 and then the number.

**2**



**Check the display. If the name or number shown is correct, press the START key.**

- If it is not correct, press the **STOP** key and then repeat Step 1.



## Redialling

### Automatic redialling

If you use automatic dialling (including Direct Keypad Dialling) and the line is busy, your fax will automatically redial the number. Up to 2 redialling attempts will be made at intervals of 5 minutes.

- ◆ To stop automatic redialling, press the **STOP** key.
- ◆ If desired, you can change the interval at which redialling is performed to 1 minute by resetting Option Setting 4. See Chapter 5, "Optional Settings".

### Using the REDIAL key

If the line is busy, you can press the **REDIAL** key to redial the number (the last number dialled is redialled).

1

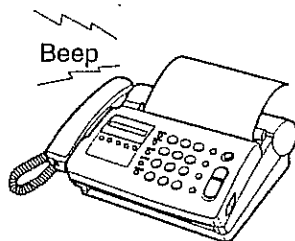
REDIAL



Press the **REDIAL** key.

- The speaker will be activated. (Be sure to adjust the speaker volume adequately.)

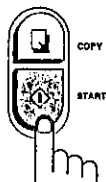
2



Wait for the connection. Depending on the setting of the receiving machine, you will either hear a facsimile reception tone or the other person will answer.

- If the other person answers, pick up the handset and ask them to press their Start key. This causes the other machine to issue a reception tone.

3



When you hear the reception tone, press the **START** key. Replace the handset if you used it.

### Using FAX mode

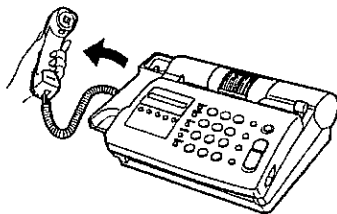
When the reception mode is set to FAX (press the **RECEPTION MODE** key until the arrow in the display points to **FAX**), your fax automatically answers all calls on 1 ring and receives the incoming documents.

- ♦ You can change the number of rings on which the fax answers incoming calls to 5 (3 in Eire) by resetting Option Setting 3. See Chapter 5, "Optional settings". In this case, if you pick up the handset before your fax answers, you can talk to the other party and/or receive and document as described below in "Using TEL mode".

### Using TEL mode

When the reception mode is set to TEL (press the **RECEPTION MODE** key until the arrow points to **TEL**), you must answer all calls (including fax transmissions) using the fax's handset or an extension phone connected to the same line.

#### *Receiving faxes on the UX-70/75/FO-251*



**When your fax rings, pick up the handset.**

- If you hear a fax tone, wait until **RECEIVING** appears in the display, and then replace the handset.
- If the other party first talks to you and then wants to send a fax, press the **START** key after speaking. Replace the handset.

**Note:** If you have set Option Setting 16 to "NO" and you hear a fax tone when you pick up the handset, you must press the **START** key to begin reception.

## Receiving faxes on an extension phone

If you hear a fax tone when you answer the extension telephone, wait until your fax answers (the extension telephone will become dead), and then hang up. Your fax will automatically receive the document.

**Note:** *If your fax does not respond within 5 seconds, noise on the line may be preventing it from detecting the fax tone. In this case, manually activate fax reception as described in the following paragraph.*

If the other party first talks to you and then wants to send a document, press "5", "✳" and "✳" if you are on a tone dial phone or a pulse dial phone capable of sending tone signals. If your phone cannot send tone signals, hang up the extension handset (the telephone line will remain open whilst the caller is offhook), walk over to the fax, pick up the handset, and press the **START** key.

**Note:** *Your fax will not accept the signal to begin reception ("5", "✳", and "✳") if a document is loaded in its feeder.*

### Comments:

- If you have set Option Setting 16 to "NO" and hear a fax tone when you answer the extension phone, you must press "5", "✳", and "✳" if you are on a tone dial phone, or walk over to the fax, pick up the handset, and press the **START** key if you are on a pulse dial phone.
- The code used to activate fax reception from a tone dial extension phone ("5", "✳", and "✳") can be changed if desired. See Option Setting 5 ("Tel/Fax Remote Number") in Chapter 5, "Optional Settings".
- If you do not intend to use the code for activating fax reception, you can turn detection of the code off by resetting Option Setting 6. This will ensure that the fax never mistakenly attempts to begin reception if it detects a signal similar to "5", "✳", and "✳" while you are talking on an extension phone.

## Using TEL/FAX mode

When the reception mode is set to TEL/FAX (press the **RECEPTION MODE** key until the arrow in the display points to **TEL/FAX**), your fax automatically answers all calls on 1 ring. After answering, your fax monitors the line for about 5 seconds to see if a fax tone is being sent.

- ◆ If your fax detects a fax tone (this means that the call is an automatically dialed fax), it will automatically begin reception of the incoming document.
- ◆ If your fax doesn't detect a fax tone (this means that the call is a voice call or manually dialed fax), it will make a special ringing sound (called pseudo ringing) for 15 seconds to alert you to answer. If you don't answer within this time, your fax will send a fax tone to the other machine to allow the calling party to send a fax manually if they desire.

### Comments:

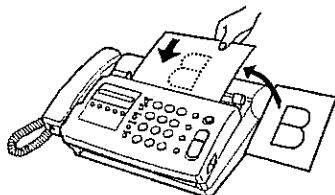
- Only the fax will alert you to voice calls or manually dialed faxes by pseudo ringing. An extension phone connected to the same line will not ring after the connection has been made.
- The duration of pseudo ringing can be adjusted with Option Setting 10. See Chapter 5, "Optional Settings".
- The volume of the pseudo ringer is controlled by pressing the **SPEAKER** key and then the **SPEAKER VOLUME** keys on the operation panel. Make sure the speaker volume is turned up sufficiently to hear the pseudo ringer.
- When this function is enabled, the machine may not be connected to lines listed in telephone directories issued by public network operators. Publication of the number of this machine should be accompanied with advice of the function.

## MAKING COPIES

Your fax can also be used to make copies. In particular, this function can be used to make sample copies of documents to be transmitted to see if the resolution or contrast needs adjustment.

- ♦ The default resolution for copying is FINE.

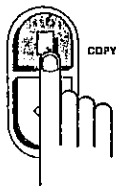
1



Load the document(s) face down.

- If desired, adjust the resolution and/or contrast with the **RESOLUTION** key.

2



Press the **COPY** key.

### ♦ *Incoming calls during copying*

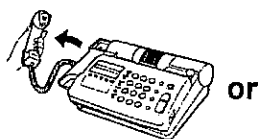
The fax goes into manual reception mode during copying, so if a call comes in at this time, pick up the handset to answer.

To receive a document, press the **START** key after copying is finished. If you want to begin reception immediately, press the **STOP** key to stop copying, and then press the **START** key as soon as the document has fed out and the machine has returned to standby mode.

Your fax can be used like a regular telephone to make and receive voice calls.

## Making telephone calls

1

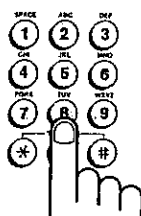


or



Pick up the handset or press the **SPEAKER** key. Listen for the dial tone.

2



Dial the number using one of the following methods:

- **Normal Dialling:** Enter the full telephone number with the numeric keys.
- **Rapid Key Dialling:** Press the appropriate Rapid Key.
- **Speed Dialling:** Press the **SPEED** key, and enter the 2-digit Speed Dial number with the numeric keys.

3

Speak with the other party when they answer.

- If you pressed the **SPEAKER** key, pick up the handset.

### Redial

The last number called can be redialled by pressing the **REDIAL** key (it is not necessary to pick up the handset or press the **SPEAKER** key). When the other party answers, pick up the handset.

## Issuing tone signals

If you are on a pulse dial line, you can use the "\*" key to temporarily issue tone signals when you press the numeric keys. This allows you to use certain telephone services which require entering tone signals.

When you need to enter one or more tone signals, press the "\*" key and then press the appropriate numeric keys.

To change back to pulse mode, simply hang up (the dialling mode automatically changes back to the setting of Option Setting 8 when you hang up).

## PBX operations and Network Services

If your fax is connected to a PBX, you can use it to perform the following operations:

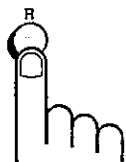
- ◆ **Making enquiry calls:** During a call, you can put the other party on hold, make a further call to a third party, and then go back to your original caller.
- ◆ **Transferring calls:** You can transfer a call to another number on the same PBX without operator assistance.

Your fax is also fully compatible with British Telecom Network Services and can be used in conjunction with any facility that requires a recall command.

**Note:** To perform the above PBX operations, Option Setting 15 must be set to the appropriate recall mode for your PBX (see Chapter 5, "Optional Settings"). Check your PBX manual or consult your supplier for the correct recall mode. If you are using British Telecom Network Services, Option Setting 15 must be set to time-break recall.

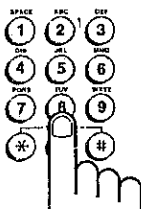
## Making enquiry calls

1



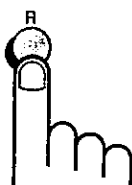
During the telephone conversation, press the R key. This puts the other party on hold.

2



When you hear the dial tone, dial the number of the third party for the enquiry call.

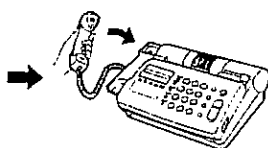
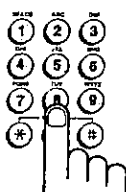
---

**3**

When you have finished the enquiry call, you will be automatically returned to the original caller as soon as the third party hangs up.

### **Transferring calls**

---

**1**

During the telephone conversation, press the R key. This puts the other party on hold.

---

**2**

When you hear the dial tone, dial the number to which you want to transfer the call. When the other party answers, hang up, and the call will be transferred.

- If the other party does not answer, press the R key again to return to the original caller.



Polling allows you to request another fax machine to send a document to your fax machine. In other words, the receiving fax machine, not the transmitting fax machine, activates the transmission.

## Setting the polling key

To use the polling function, you must first reset Rapid Key 05 for use as a polling key. This is done by resetting Option Setting 9, as described in Chapter 5, "Optional Settings". (Note that when Rapid Key 05 is set as a polling key, it cannot be used for Rapid Key Dialling.)

## Performing a polling operation

1

SPEED



(Example)

Dial the fax machine you want to poll using one of the following methods:

- Pick up the handset (or press the **SPEAKER** key) and dial the full number. Wait for the fax answerback tone.
- Press the **SPEED** key and enter a 2-digit Speed Dial number.
- Enter the full number using the numeric keys.

2

05



Press Rapid Key 05.

- When **POLLING** appears in the display, replace the handset if you used it. Reception will begin.

**Note:** *If the fax machine you want to poll is secured against unauthorised polling, you will need to ask the operator of that machine to give you permission to poll it. Make sure that your fax number has been entered in your fax as described in "Entering your name and fax number" in Chapter 2, as the secured machine will use it to identify you when you attempt to poll.*

## 4 ANSWERING MACHINE CONNECTION

### USING THE CONNECTION

If you have connected an answering machine to your fax as described in "Assembly and Connections" in Chapter 1, you can receive both voice messages and fax transmissions on the same line while you are out. To use the connection, first change the outgoing message of your answering machine, and then set the reception mode of your fax to **A.M.** when you go out.

#### Changing the outgoing message

The outgoing message (OGM) of your answering machine should be changed to inform callers who want to send a fax to press their Start key. For example, your message might go as follows:

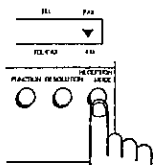
"Hello. You've reached the ABC company. No one is available to take your call right now. Please leave a message after the beep or press your facsimile Start key to send a fax. Thank you for calling."

#### Comments:

- It is advisable to keep the length of the message under 10 seconds. If it is too long, you may have difficulty receiving faxes sent by automatic dialling.
- Your callers can even leave a voice message and send a fax message on the same call. Modify your outgoing message to explain that they can first leave a voice message, and then press their Start key to send a fax.

#### When you go out

1



Set the reception mode of your fax to **A.M.** by pressing the **RECEPTION MODE** key.

2

Set your answering machine to **auto answer**.

- Ideally it should be set to answer on no more than two rings.

**Note:** *If your answering machine has a remote retrieval function, make sure the code used to activate remote retrieval is different from the code used to activate fax reception with an extension telephone (see "Receiving Documents" in Chapter 3). If they are the same, entering the code from an outside telephone to retrieve messages will cause the fax machine to be activated.*

### **How the answering machine mode operates**

While you are out, all of your incoming calls will be answered by your answering machine and its outgoing message will play. During this time, your fax will quietly monitor the line. If your fax detects a fax transmission, it will take over the line and begin reception.

- ◆ If the connection is not good or there is noise on the line, the answering machine and/or fax machine may not respond properly.
- ◆ The call counter on your answering machine may indicate that voice messages were received, when only fax messages were received.

**Note:** *To prevent the fax from taking over the line and beginning reception if you call in from an external phone or answer on an extension phone, press any three keys (other than the code to activate fax reception, "5", "x", and "X") on the dial pad of the phone. This can only be done on a tone dial phone.*

## If It doesn't work

Is the answering machine connected properly to the fax? One end of the answering machine line should be inserted in the adaptor connected to the "TEL. SET" socket on the fax, and the other end in the answering machine's **telephone line** socket.

If the connections are correct and A.M. mode still doesn't operate properly, the timing with which the answering machine and the fax operate are probably not well synchronized. Some common synchronization problems and their solutions are described below.

In addition, read the following section, "How fax transmissions are detected", to gain a better understanding of how the fax operates when an answering machine is connected. This will help you determine what course of action to take.

- ◆ Are callers who want to leave a voice message being interrupted by the fax before they can do so?

The fax is set to take over the line and begin reception if it detects a specified duration of silence (called "Quiet Detect Time"). If your outgoing message contains a pause or the caller pauses while leaving a message, and the pause is longer than the specified duration, the fax will interrupt.

It is best to shorten or eliminate such pauses, but if necessary you can also try lengthening the Quiet Detect Time setting. This procedure is described in "Optional A.M. Mode Settings" at the end of this chapter.

- ◆ Are callers who want to send a fax manually having trouble doing so after your answering machine's outgoing message plays?

If so, the answering machine may be disconnecting the line (hanging up) before your fax has a chance to take over the line and begin reception. You can make your fax activate sooner by shortening the Quiet Detect Time setting. This procedure is described in "Optional A.M. Mode Settings" at the end of this chapter.

- ◆ Are you having trouble receiving documents sent by automatic dialling?

Make sure that your answering machine's outgoing message is less than 10 seconds long, and that your answering machine is set to answer on between 2 and 4 rings. Inserting a short pause at the beginning of your answering machine's outgoing message might also help, as this gives your fax a chance to clearly hear and detect the fax "calling" tone which the transmitting fax sends in the case of automatic dialling.

**How fax transmissions are detected:**

Your fax detects fax transmissions in two ways when an answering machine is connected, depending on whether the document is being sent automatically or manually:

**Automatic dialling:**

If the document is sent using a form of automatic dialling, such as Rapid Key or Speed Dialling, the transmitting fax machine will send a "calling tone" at 3-second intervals for a period of about 30 to 40 seconds after dialling. When your fax detects this tone, it will disconnect the answering machine, send a "reception tone" in response, and begin receiving the transmission.

If the transmitting fax does not receive a reception tone from your fax within 30 to 40 seconds after dialling, it will usually hang up and automatically redial several minutes later.

Since your fax, in some instances, may not be able to detect the transmitting fax's calling tone until after the outgoing message ends, it is important that the answering machine answers the call as quickly as possible (preferably after no more than 2 rings) and the outgoing message does not last too long. Otherwise, your fax may not be able to establish communication with the transmitting fax before the latter hangs up.

**Manual dialling:**

If the document is being sent by normal (manual) dialling, the transmitting fax machine does not send a calling tone. Instead, the person faxing normally waits until they hear a reception tone and then presses their Start key. In the case of an answering machine connection, they will hear your outgoing message instead of a reception tone, and then press their Start key.

However, this does not signal a fax transmission to your fax. Instead, it must use a function called "Quiet Detect Time" to detect the transmission. This function causes your fax to disconnect the answering machine and begin reception if it detects a certain duration of silence.

Your fax is set to automatically begin fax reception if it detects a duration of silence of 4 seconds. When the person faxing presses their Start key, the line will go quiet, and the transmitting fax machine will wait for a reception tone from your fax. Your fax will therefore disconnect the answering machine 4 seconds after the key is pressed, and send a reception tone to tell the other fax machine to begin transmission.

If your answering machine has a fast disconnect time and disconnects the line before 4 seconds elapses, fax reception will not be possible. In this case, you must shorten the Quiet Detect Time setting as described on the following page. On the other hand, if the Quiet Detect Time setting is too short, your fax may interrupt voice callers if they pause during their message or if there is a period of silence in your outgoing message.

## OPTIONAL A.M. MODE SETTINGS

If necessary, you can use the following settings to improve the response of the answering machine connection to incoming calls.

### Quiet Detect Time

This function causes the fax machine to take over the line and begin reception if a certain duration of silence is detected after the answering machine answers.

Time selections for the period of silence are 1 to 10 seconds. Quiet Detect Time has been set to 4 seconds at the factory. This gives the best performance with most answering machines; however, you may need to adjust this setting depending on the disconnect time of your answering machine.

- ◆ Some answering machines may have unusually fast disconnect times (equal to or very slightly less than 4 seconds), which means that the answering machine may disconnect the line before fax reception can begin. In this case, try a Quiet Detect Time setting of about 3 seconds.
- ◆ If the fax machine is interrupting callers before they can leave a message, try a longer Quiet Detect Time setting. If your outgoing message includes a period of silence, make sure that the setting is longer than that period of silence, or re-record your outgoing message to shorten the silence.

To change the Quiet Detect Time setting, reset Option Setting 11 as described in Chapter 5, "Optional Settings".

**Note:** Quiet Detect Time can be turned off by entering "00" for the time. Note, however, that the fax machine will not be able to receive faxes sent manually by Normal Dialling.

### If it still doesn't work...

With certain answering machines, it may not be possible to find a Quiet Detect Time setting which will allow both fax reception and uninterrupted voice message recording. In this case, callers on tone dial lines can still send faxes by pressing "5", "\*", and "\*" on their fax. This is the code for activating fax reception which is described in "Receiving Documents" in Chapter 3, and can be changed by resetting Option Setting 5 as described in Chapter 5.

To use this method, turn off Quiet Detect Time by resetting Option Setting 11 to "00", and then change your outgoing message to inform callers on tone dial lines that they can send a fax by pressing "5", "\*", and "\*", and then their Start key.

## Select Auto Receive

When this function is turned on, your fax will answer the call after 5 rings if the answering machine for some reason fails to answer before that time. This ensures that you will receive fax messages even if the answering machine's tape fills up or the answering machine is not turned on.

Select Auto Receive has been turned off at the factory. If you want to turn it on, reset Option Setting 14 as described in Chapter 5, "Optional Settings".

**Note:** *When this function is turned on, make sure that the answering machine is set to answer on 4 rings or less. If it isn't, the fax will always answer first, preventing callers from leaving voice messages.*

## Quiet Detect Start Time

This setting can be used to delay the start of the Quiet Detect Time function. For example, if you want to insert a pause at the beginning of your answering machine's outgoing message to ensure clear detection of fax signals, you can use this setting to delay the start of silence detection so that the pause will not cause the fax to take over the line.

Quiet Detect Start Timing has been turned off at the factory. If you want to use this function, turn it on by resetting Option Setting 12 to the desired delay time (1 to 15 seconds). This procedure is described in Chapter 5, "Optional Settings". As a general guide, the delay time should be slightly longer than the pause before the outgoing message.

## Off Hook Hold

This setting can be used to make the fax automatically take over the line and attempt reception after a set number of seconds.







For normal operation, we recommend that you do not turn this function on; however, if you are having trouble receiving faxes in A.M. mode, you can try various time settings to see if it helps. Turn the function on by resetting Option Setting 13 to the desired number of seconds (1 to 255 seconds). This procedure is described in Chapter 5, "Optional Settings".

**Hint:** *This setting is useful in situations where you only want to receive fax transmissions (no voice messages), but still want to use the answering machine to play an outgoing message. In this case, if your outgoing message was, for example, 14 seconds, you would set the time to 15 seconds.*



A variety of optional settings are available which you can use to fine-tune your fax to better suit your needs. The settings are made by pressing the panel keys, and each setting is described in the list below.

### Accessing the settings

Step	Press these keys:	Comments
1	 	OPTION SETTING will appear in the display.
2	 or 	Move through the list of settings by pressing "#" to move forward, or "*" to move backward. The settings will appear in the order listed below.
3	 (Example)	When the desired setting appears in the display, change it appropriately as described below.
4	 STOP	Exit.

### Settings

#### Setting 1: RINGING VOLUME

This sets the volume of the ringer. Press "1" for low, "2" for middle, or "3" for high.

- Factory setting: "2"
- *The facsimile will not ring in response to incoming calls in the absence of mains power to the machine. For this reason it is recommended that the fax is not left as the only telephone instrument on line when in this state.*

#### Setting 2: FINE RESOLUTION PRIORITY

This sets the default resolution (the resolution used if a setting is not made with the <04> key) for transmitting documents. Press "1" (YES) to set it to FINE, or "2" (NO) to set it to STANDARD.

- Factory setting: "2"

#### Setting 3: NUMBER OF RINGS TO ANSWER

This sets the number of rings the fax machine waits before answering an incoming call in FAX reception mode. Press "1" to select 1 ring, or "2" to select 5 rings (3 rings in Eire).

- Factory setting: "1"

#### Setting 4: RECALL WAIT INTERVAL

This sets the amount of time the machine will wait between automatic redials when the line is busy. Press "1" for 1 minute, or "2" for 5 minutes.

- Factory setting: "2"

**Setting 5: TEL/FAX REMOTE NUMBER**

This sets the 1-digit number for activating fax reception from an extension telephone. Enter any number from "0" to "9".

- Factory setting: "5"

**Setting 6: REMOTE RECEPTION SELECT**

This turns detection of the code for activating fax reception from an extension phone on or off. Press "1" to turn detection on, or "2" to turn detection off.

- Factory setting: "1"

**Setting 7: TRANSACTION REPORT PRINT SELECT**

This sets the condition for printing out Transaction Reports. Enter a number from "1" to "4" as follows:

- |                     |   |
|---------------------|---|
| "1" (ALWAYS PRINT): | Print out after each transmission, reception, or error. |
| "2" (ERROR PRINT):  | Print out only after an error occurs.                   |
| "3" (SEND ONLY):    | Print out only after a transmission.                    |
| "4" (NEVER PRINT):  | Never print out.  |

- Factory setting: "3"

**Setting 8: DIAL MODE**

This sets the mode of dialling. Press "1" if you are on a tone dial line, or "2" if you are on a pulse dial line.

- Factory setting: "1"

**Note:** All telephone lines accept pulse dialling but only modem types of exchange systems accept tone. To check your line type lift the receiver as if to make a telephone call and attempt dialling in the tone dial mode. If after dialling a digit you find that the dial tone has been removed from the line, you are on a tone dial line. If not, you are on a pulse dial line. Repeat the above in the pulse dial mode to confirm.

**Note:** The handset of the fax may be used to make telephone calls even when there is no mains power to the machine. The default dialling method in such cases is the pulse mode. If it is necessary to dial in tone press the **\*** key prior to dialling.

**Setting 9: POLLING**

Press "1" if you want to use Rapid Key 05 as a polling key. Press "2" if you want to use it as a regular Rapid Key.

- Factory setting: "2"

**Setting 10: PSEUDO RINGING DURATION**

This sets the duration of pseudo ringing when in Tel/Fax reception mode. Enter a number from "1" to "4" as follows:

"1" (15 SEC.):	15 seconds
"2" (30 SEC.):	30 seconds
"3" (60 SEC.):	60 seconds
"4" (120 SEC.):	120 seconds

*Ireland: Settings "3" and "4" are not available.*

- Factory setting: "1"

**Setting 11: QUIET DETECT TIME**

This sets the duration of silence (in seconds) after which the fax will take over the line and begin reception when an answering machine is connected. Enter a number from "01" to "10", or enter "00" to turn off the function. (See Chapter 4 for more details.)

- Factory setting: "04"

**Setting 12: QUIET DETECT START TIMING**

This setting can be used to delay the start of the Quiet Detect Time function used for an answering machine connection. Enter a 2-digit number equal to the desired number of seconds of the delay ("01" to "15"), or enter "00" for no delay. (See Chapter 4 for more details.)

- Factory setting: "00"

**Setting 13: OFF HOOK HOLD TIME**

This setting can be used to make the fax automatically take over the line a set number of seconds after an answering machine connected to the fax answers. Set the number of seconds by entering a 3-digit number ("001" to "255"), or enter "000" to turn off the function. (See Chapter 4 for more details.)

- Factory setting: "000"

**Setting 14: SELECT AUTO RECEIVE**

Press "1" to have the fax answer a call if an answering machine connected to the fax does not answer within 5 rings. Press "2" to turn the function off. (See Chapter 4 for more details.)

- Factory setting: "2"

**Setting 15: PBX RECALL**

This sets the recall mode used for transferring calls on a PBX or utilising BT Network services. Refer to your PBX manual or consult your supplier for the correct setting if the factory setting is inappropriate. Enter "1" for earth recall, "2" for time break recall, or "3" for no operation.

- Factory setting: "2"

**Setting 16: FAX SIGNAL RECEIVE**

Your fax is set to automatically begin reception if you hear a high-pitched fax tone after answering a call. If you use a computer fax modem on the same line, you must turn this setting off in order to prevent your fax from mistakenly attempting to receive documents sent from the computer fax modem. Press "2" to turn the setting off, or "1" to turn it on.

- Factory setting: "1"

**Setting 17: MERCURY FUNCTION**






This is used to select the Mercury Residential Service (U.K. only). Press "1" (YES) to enable the function, or "2" (NO) to disable it.

- Factory setting: "1"

## 6 PRINTING OUT REPORTS AND LISTS

You can print out a variety of lists showing settings and information entered in the fax. You can also have the fax automatically print out a report on transactions after they are made. Each list and the report is described below.

### Printing out a list

Step	Press these keys:	Comments
1	 	LISTING MODE will appear in the display.
2	 or 	Move through the lists by pressing "#" or "*". Stop when the desired list appears in the display.
3		Print out the list.

### Telephone Number List

This list shows the fax and voice numbers which have been stored for automatic dialling.

#### TELEPHONE LIST

FOR: JACK SMITH

07-JUN-95 11:05

555 254 1254

SPEED NO.	NAME	TELEPHONE NO.	NOTE
-----------	------	---------------	------

01	WHITE	123-563-7542	
----	-------	--------------	--

02	BROWN	452-568-7085	
----	-------	--------------	--

03	JANE	452-562-7854	
----	------	--------------	--

06	GREEN	423-532-8632	
----	-------	--------------	--

## Own Telephone Number List

This list shows your name and telephone number as entered in the machine, and a sample of the header which is automatically printed at the top of every page you transmit (**HEADER PRINT**).

OWN TELEPHONE NUMBER LIST			07-JUN-95 11:05
FOR: JACK SMITH	555 234 1234		
SENDER'S NAME JACK SMITH			
SENDER'S TELEPHONE NUMBER 555 234 1234			
HEADER PRINT 07-JUN-95 11:05 JACK SMITH 555 234 1234 P.01			

## Options Setting List

This list shows the current status of the optional settings.

OPTIONS SETTING LIST			07-JUN-95 11:05
FOR: JACK SMITH		555 234 1234	
NO.	ITEM	SETTING	
1	RINGING VOLUME	ADJUSTABLE	
2	FINE PRIORITY	NO	
3	NUMBER OF RINGS	5 RINGS	
4	RECALL INTERVAL	30 MINUTES	
5	TELEFAX REMOTE NO.	12345	
6	REMOTE RECEPTION	YES	
7	TRANSACTION PRINT SELECT	SEND ONLY	
8	SIGNAL MODE	TONE	
9	PULLING	NO	
10	PSEUDO RINGING DURATION	120	
11	QUIET DETECT FINE	0.40	
12	QUIET DETECT START TIMING	0.05	
13	OFF HOOK HOLD	0.00	
14	SELECT AUTO RECEIVE	NO	
15	PIA RECALL	TIME BREAK	
16	FAX SIGNAL ON	YES	
17	MERCURY FUNCTION	YES	

## Transaction Report

This report is printed out automatically after an operation is completed to allow you to check the result. The fax is set at the factory to print out the report after every transmission, but you can change the setting to have it printed out under a variety of other conditions. This is done by changing Option Setting 7 as described in Chapter 5.

- ♦ The report cannot be printed out manually.

TRANSACTION REPORT					
FOR: JACK SMITH			07-JUN-95 11:07		
555 234 1234					
SEND					
DATE	START	RECEIVER	PAGES	TIME	NOTE
07-JUN	11:06	3075	1	31"	OK

**Explanation of headings**

**SENDER/RECEIVER** The fax number of the other machine involved in the transaction. In the case of a transmission, the number dialled appears. In the case of a reception, the programmed ID of the sending machine appears. If this machine does not have an ID function, the communication mode will appear (for example, "G3").

**PAGES** Number of pages transmitted or received.

**NOTE** OK - Transmission/reception was normal.

P.FAIL - A power failure occurred.

JAM - A problem with the fax paper or document occurred.

NO PAPER - No fax paper.

COM.E-0 to COM.E-7 - A telephone line error prevented the transaction. See the appropriate list below based on whether you were transmitting or receiving.

CANCEL - Transmission was cancelled because the STOP key was pressed, no document was in the feeder, or the other machine requested transmission using a function which your fax does not have.

**Transmission errors**

E-0	Able to recognize handshake signal, but it has errors.
E-1	Cannot recognize the handshake signal from the receiver side.
E-2	Line disconnected during transmission.
E-3	Line disconnected after modem speed fall-back.
E-4	Line disconnected during multi-page transmission.
E-6	Cannot recognize the handshake signal for next page at receiver side.
E-7	No response from receiver side or "disconnect signal" is received at transmitter side.

**Reception errors**

E-0	Able to recognize handshake signal, but it has errors.
E-1	Line disconnected during reception.
E-2	Cannot recognize the handshake signal from the transmitter side.
E-3	Cannot recognize the last handshake signal from the transmitter side.
E-4	Cannot recognize the handshake signal for next page from the transmitter side in the case of mode change.
E-5	Cannot recognize the handshake signal for next page from transmitter side.
E-7	No response from transmitter or "disconnect signal" is received at receiver side.

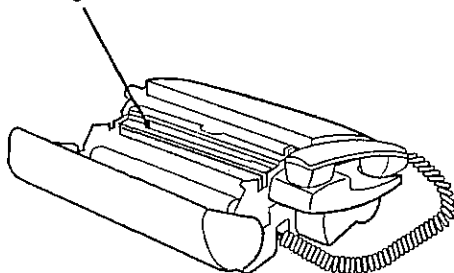
**Notes**



## Fax printing head

Clean the printing head frequently to ensure optimum printing performance. To clean the head, first unplug the power cord, open the paper compartment cover (grasp the finger hold on the front and centre of the cover and pull up), and remove the fax paper.

Printing head



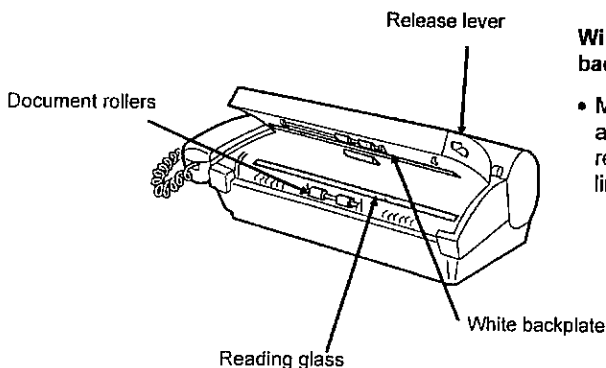
Wipe the printing head with a soft cloth dampened with isopropyl alcohol.

### Caution!

- Do not use benzene or thinner. Avoid touching the head with hard objects.
- The head may be hot if your fax machine has just received a large number of documents. If this is the case, allow the head to cool prior to cleaning.

## Reading glass and rollers

Clean the reading glass and rollers frequently to ensure the quality of transmitted images and copies. Open the operation panel (pull the panel release on the right side of the fax forward), and clean the parts as shown below.



**Wipe the reading glass, white backplate, and rollers with a soft cloth.**

- Make sure that all dirt and stains (such as those of correcting fluid) are removed, as these will cause vertical lines on transmitted images and copies.

## The housing

Wipe the external parts and surface of the machine with a dry cloth.

### Caution!

- Do not use benzene or thinner. These solvents may damage or discolour the machine.

## PROBLEMS AND SOLUTIONS

Problem	Check and remedy
Nothing appears in the display.	<ul style="list-style-type: none"> <li>Make sure the power cord is properly plugged into a power outlet.</li> <li>Connect another electrical appliance to the outlet to confirm that it is live.</li> </ul>
The fax does not respond when you press any of its keys.	<ul style="list-style-type: none"> <li>If a beep sound is not made when you press the keys, unplug the power cord and then plug it back in several seconds later.</li> </ul>
Automatic document feeding does not work for transmission or copying.	<ul style="list-style-type: none"> <li>Check the size and weight of the document (see "Transmittable documents" in Chapter 3).</li> </ul>
Dialling cannot be performed.	<ul style="list-style-type: none"> <li>Make sure that the telephone line is properly connected to both the wall socket and the "TEL. LINE" socket.</li> <li>Make sure that the fax is set to the correct dialling mode for your telephone line. See Option Setting 8 in Chapter 5.</li> </ul>
Nothing is printed at the receiving end.	<ul style="list-style-type: none"> <li>Make sure that the document for transmission is placed face down in the feeder.</li> <li>Make sure that the fax paper is properly loaded at the receiving machine.</li> </ul>
The power is on, but no transmission takes place.	<ul style="list-style-type: none"> <li>Make sure that the receiving machine has fax paper.</li> <li>Make sure that the telephone line cord is plugged into the "TEL. LINE" socket, and not the "TEL. SET" socket.</li> <li>If the receiving machine is in manual mode with no attendant, reception will not be possible.</li> <li>If the receiving machine is not a Sharp model, make sure it is G3 compatible.</li> <li>Check the display for error messages.</li> <li>Pick up the handset and check for a dial tone. Call the receiving machine by normal (manual) dialling, and confirm its response.</li> </ul>
A distorted image is received at the other end.	<ul style="list-style-type: none"> <li>Noise on the telephone line may cause distortion. Try sending the document again.</li> <li>Make a copy of the document on your fax. If the copy is also distorted, your fax may have a problem. If the problem persists, call for service.</li> </ul>
The power is on, but no reception takes place.	<ul style="list-style-type: none"> <li>Make sure that the telephone line cord is plugged into the "TEL. LINE" socket, and not the "TEL. SET" socket.</li> </ul>
The fax paper does not come out.	<ul style="list-style-type: none"> <li>The fax paper may be jammed. See "Clearing jammed fax paper" in this chapter.</li> </ul>

The fax paper comes out blank when you try to receive or copy a document.	<ul style="list-style-type: none"><li>• Make sure that the fax paper is properly loaded in your fax. (If the roll has been loaded upside down, nothing will be printed.)</li><li>• For reception, make sure that the document for transmission is loaded face down in the feeder of the transmitting machine.</li></ul>
The received document is faint.	<ul style="list-style-type: none"><li>• Make sure that you are using the recommended fax paper. See "Loading the Fax Paper" in Chapter 1.</li><li>• Ask the other party to send higher contrast documents. If the contrast is still too low, your fax may have a problem. Make a copy to check it.</li></ul>
Received images are distorted.	<ul style="list-style-type: none"><li>• Noise on the telephone line may cause distortion. Have the other party try sending the document again.</li><li>• The printing head may be dirty. See "Fax printing head" in Chapter 7.</li><li>• Make a copy of another document on your fax. If the copy is also distorted, your fax may have a problem. If the problem persists, call for service.</li></ul>
Copies are distorted.	<ul style="list-style-type: none"><li>• Make sure that you are using the recommended fax paper. See "Loading the Fax Paper" in Chapter 1.</li><li>• Make sure that the fax paper is properly loaded in your machine.</li><li>• The printing head may be dirty. See "Fax printing head" in Chapter 7.</li></ul>
Reception/copying is interrupted.	<ul style="list-style-type: none"><li>• If reception or copying has been done continuously for a long time, the printing head may have become overheated. Turn off the power and let it cool down.</li></ul>
No reception occurs when polling is attempted.	<ul style="list-style-type: none"><li>• Make sure you have not run out of fax paper.</li><li>• Make sure the transmitting machine is in automatic reception mode.</li><li>• If the transmitting machine has polling security, make sure that your fax number has been entered both in your fax and in the transmitting machine.</li></ul>

## MESSAGES AND SIGNALS

### Display messages

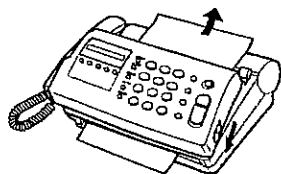
A.M. OFF HOOK	An answering machine connected to the fax or a wall socket is in operation.
DOCUMENT JAMMED	The original document is jammed. See the following section, "Clearing Paper Jams".
FUNCTION MODE	The <b>FUNCTION</b> key has been pressed.
LINE ERROR	Transmission or reception was not successful. Try again.
LINE IS IN USE (U.K. only)	An extension phone connected to the fax is being used. Do not lift the fax's handset or attempt transmission at this time, as this will interrupt the conversation on the extension phone.
ON HOOK DIAL	The <b>SPEAKER</b> key has been pressed and the fax is waiting for you to dial.
OVER HEAT	The printing head has overheated. Operation may be continued once it cools.
READY TO SEND	A document has been loaded and the fax is waiting for transmission or copying instructions.
STORED	Programming has been completed.
TOTAL PAGE(S) 01	Number of pages transmitted, received, or copied.
PAPER JAM (UX-75/FO-251 only)	The fax paper is jammed. See the following section, "Clearing jammed fax paper".

### Audible signals

Continuous tone	3 seconds	Indicates the end of transmission, reception, or copying.
Intermittent tone (3 beeps)	5 seconds (1 second on, 1 second off)	Indicates incomplete transmission, reception, or copying.
Rapid intermittent tone	35 seconds (0.7 seconds on, 0.3 seconds off)	Indicates that the handset is off hook.

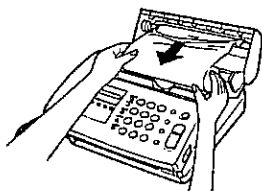
## Clearing a jammed document

If a document doesn't feed properly during transmission or copying, or DOCUMENT JAMMED appears in the display, first try pressing the **START** key. If the document doesn't feed out, open the operation panel (pull the release on the right side of the fax forward) and pull it out gently.



## Clearing jammed fax paper

1



Open the paper compartment cover (grasp the finger hold on the front and centre of the cover and pull up), and remove the paper roll.

- **Caution!** Do not touch the metal strip in the compartment. It may be hot if a document has just been printed.

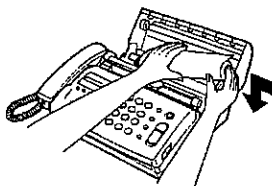
2



Cut off the wrinkled part of the paper.

- **UX-75/FO-251:** If any pieces of paper are stuck in the cutter, remove them with caution.

3



Reload the paper.

- Jammed fax paper is often caused by improper loading. Be sure to carefully follow the instructions for paper loading given in "Loading the Fax Paper" in Chapter 1.

**Note:** (UX-75/FO-251 only) If you are finding it difficult to reload the recording paper, the cutter may still be engaged in the cutting position. Make sure that no pieces of recording paper are stuck in the cutter assembly, close the operation panel, confirm that OUT OF PAPER appears in the display and re-open it. This will reset the cutter assembly, allowing you to reload the recording paper.

# SPECIFICATIONS

<b>Applicable telephone line:</b>	Public switched telephone network / PBX
<b>Compatibility:</b>	ITU-T (CCITT) G3 mode
<b>Configuration:</b>	Half-duplex, desktop transceiver
<b>Compression scheme:</b>	Modified Huffman and Sharp special mode
<b>Scanning method:</b>	Flat-bed, solid-state CCD
<b>Resolution:</b>	Horizontal: 8 lines/mm Vertical: Standard — 3.85 lines/mm Fine/Halftone — 7.7 lines/mm
<b>Recording system:</b>	Thermal recording
<b>Display:</b>	7 x 5 dots, 1 line by 16-digit display
<b>Reception modes:</b>	FAX, TEL, TEL/FAX, A.M.
<b>Modem speed:</b>	9600 bps with automatic fallback to 7200, 4800, or 2400 bps
<b>Transmission time*:</b>	<b>UX-75/FO-251:</b> Approx. 15 seconds (Sharp special mode) <b>UX-70:</b> Approx. 20 seconds (Sharp special mode)
<b>Effective recording width:</b>	210 mm max.
<b>Input document size:</b>	Automatic feeding: Width — 210 to 216 mm Length — 128 to 297 mm Manual feeding: Width — 210 to 216 mm Length — 128 to 1000 mm
<b>Effective scanning width:</b>	210 mm max.
<b>Automatic document feeder:</b>	15 sheets max.
<b>Halftone (grey scale):</b>	16 levels
<b>Contrast control:</b>	Automatic/Dark selectable
<b>Copy function:</b>	Standard
<b>Telephone function:</b>	Standard
<b>Power requirements:</b>	230 V AC, 50 Hz
<b>Operating temperature:</b>	5 to 35°C
<b>Power consumption:</b>	Stand-by: 8.5 W Maximum: 120 W
<b>Dimensions:</b>	Width: 323 mm Depth: 262 mm Height: 117 mm
<b>Weight:</b>	Approx. 2.9 kg

\*Based on ITU-T Test Chart #1 at standard resolution in Sharp special mode, excluding time for protocol signals (i.e., ITU-T phase C time only).

As a part of our policy of continuous improvement, SHARP reserves the right to make design and specification changes for product improvement without prior notice. The performance specification figures indicated are nominal values of production units. There may be some deviations from these values in individual units.

<b>A</b>		
A.M. reception mode	2-5, 4-1	
Answering machine connection		
Select Auto Receive	4-6, 5-3	
Connecting	1-4	
Off Hook Hold	4-6, 5-3	
Problems	4-3	
Quiet Detect Start Time	4-6, 5-3	
Quiet Detect Time	4-5, 5-3	
Tone dial fax activation	4-5	
Audible signals	8-3	
Automatic dialling, storing numbers	2-6	
<b>C</b>		
Cleaning	7-1 - 7-2	
Connections	1-2 - 1-4	
Contrast	3-3	
Copies	3-11	
Copy key	2-1, 3-11	
<b>D</b>		
Date, setting	2-4	
Dialling		
Direct Keypad	3-5	
Normal	3-4	
Rapid Key	3-6	
Speed	3-6	
Dial mode	5-2	
Direct Keypad Dialling	3-5	
Display messages	8-3	
Document feeder	3-2	
Document guides	3-2	
Document restrictions	3-1	
Document rollers	7-2	
Document sizes	3-1	
Document, readable length and width	3-1	
<b>E</b>		
Electrical outlet	1-2	
Enquiry calls	3-13	
Error codes	6-3	
Extension telephone, connecting	1-4	
Extension telephone, using	3-9	
<b>F</b>		
Fax disable, remote	4-2	
Fax paper	1-5 - 1-6	
FAX reception mode	2-5, 3-8 - 3-10	
Fax signal receive	5-4	
Fine Resolution Priority	5-1	
Function key	2-1, Quick-II	
<b>H</b>		
Halfphone	3-3	
Handset	1-2	
Housing, cleaning	7-2	
<b>J</b>		
Jams, clearing	8-4	
<b>L</b>		
Letters, entering	2-3	
Liquid crystal display	2-1	
Loading the document	3-2	
<b>M</b>		
Mercury function	2-9 - 2-12, 5-4	
<b>N</b>		
Network services	3-13	
Normal Dialling	3-4	
Number of Rings in FAX Mode	5-1	
Numeric keys	2-1	
<b>O</b>		
Off Hook Hold Time	4-6, 5-3	
Option Setting List	6-2	
Own Telephone Number List	6-2	
<b>P</b>		
Paper, fax	1-5 - 1-6	
Paper jams, clearing	8-4	
Pauses in automatic dialling numbers	2-6	
PBX recall	5-3	
Poling	3-15 - 3-16, 5-2	
Power lead	1-2	
Printing head, cleaning	7-1	
Pseudo Ringing Duration	5-3	
<b>Q</b>		
Quiet Detect Start Time	4-6, 5-3	
Quiet Detect Time	4-5, 5-3	
<b>R</b>		
Rapid Key Dialling	3-6	
Rapid Keys	2-1	
Reading glass, cleaning	7-2	
Recall Wait Interval	5-1	
Reception mode	2-5, 3-8 - 3-10	
A.M. mode	4-1	
FAX mode	3-8	
Setting	2-5	



TEL mode . . . . .	3-8 - 3-9
TEL/FAX mode . . . . .	3-10
Reception mode key . . . . .	2-1, 2-5
Redial key . . . . .	2-1, 3-7, 3-12
Redialing . . . . .	3-7, 3-12
Remote fax tone disable . . . . .	4-2
Remote Reception Select . . . . .	5-2
Resolution . . . . .	3-3
Resolution key . . . . .	2-1, 3-3
Ringing volume . . . . .	5-1
Rollers, cleaning . . . . .	7-2

## S

Select Auto Receive . . . . .	4-6, 5-3
Sender's name and number, entering . . . . .	2-2
Speaker key . . . . .	2-1, 3-4, 3-12
Speaker volume . . . . .	2-1
Speed key . . . . .	2-1, 3-6, 3-12
Speed Dialling . . . . .	3-6, 3-12
Start key . . . . .	2-1
Stop key . . . . .	2-1
Storing numbers for automatic dialling . . . . .	2-6 - 2-7

## T

Telephone, using as . . . . .	3-12
Telephone/Fax Remote Number . . . . .	5-2
Telephone line lead . . . . .	1-3
TEL reception mode . . . . .	2-5, 3-8 - 3-9
TEL/FAX reception mode . . . . .	2-5, 3-10
TEL. LINE socket . . . . .	1-3
TEL. SET socket . . . . .	1-3
Telephone Number List . . . . .	6-1
Time, setting . . . . .	2-4
Transaction Report . . . . .	6-2 - 6-3
Transaction Report Print Select . . . . .	5-2





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