

INTRODUCTION

Thank you for purchasing NIC FAX KIT TYPE 500.

This Operator's Manual contains important information that you need to know in order to get the most out of the powerful features and functions of this product. Be sure to read it carefully, and keep it on hand for future reference when required.

Note that you are authorized to use this Operator's Manual and the NIC FAX applications only after you agree to the terms and conditions of the User License Agreement.

- This Operator's Manual covers NIC FAX KIT TYPE 500 on a Local Area Network (LAN).
- Please refer to the ICViewer Operator's Manual for details on using ICViewer.
- The Internet Fax feature requires the optional NIC FAX KIT TYPE 500.
- For information on using the machine with standard telephone networks (PSTN), please refer to the main fax manual or Facsimile Quick Guide.
- Installation of NIC FAX KIT TYPE 500 should be performed by your sales or an authorized service provider. Do not attempt installation on your own.
- The manufacturer recommends the use of recycled paper. Contact your sales representative for details.

For brevity, NIC FAX KIT TYPE 500 is referred to throughout this manual as NIC FAX.

The contents of this Operator's Manual assume that you are already familiar with Windows functions and procedures. If you are not, see the documentation that comes with Windows for details on how to use it.

Important

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PRECAUTIONS

Note the following important precautions.

Internet Fax Precautions

- NIC FAX does not support installation of the optional PC FAX EXPANDER TYPE500.
 - Internet Fax performs communication with a server over a LAN. It cannot communicate directly with another party.
 - Error Mails may not be transmission reason. Confirmation of the transmission recommended of the sending important mails.
 - The level of security for Internet communications is low. The use of standard subscriber lines is recommended for confidential communications.
 - Voice communications are not supported over a LAN.
 - Internet fax delivery might be delayed due to network congestion. Use a standard fax whenever communication is time sensitive.
- * The following functions are supported with standard fax transmission, but not with Internet faxing.

Functions Not Supported by Mail Transmission

- Immediate Transmission
- ID Transmission
- Confidential Transmission
- Polling Transmission
- Batch Transmission
- Forwarding of Substitute Reception or Confidential Reception messages (Forwarding to a mail address not supported.)
- ECM
- Dialing with the Dial Option Key

Functions Not Supported by Mail Reception

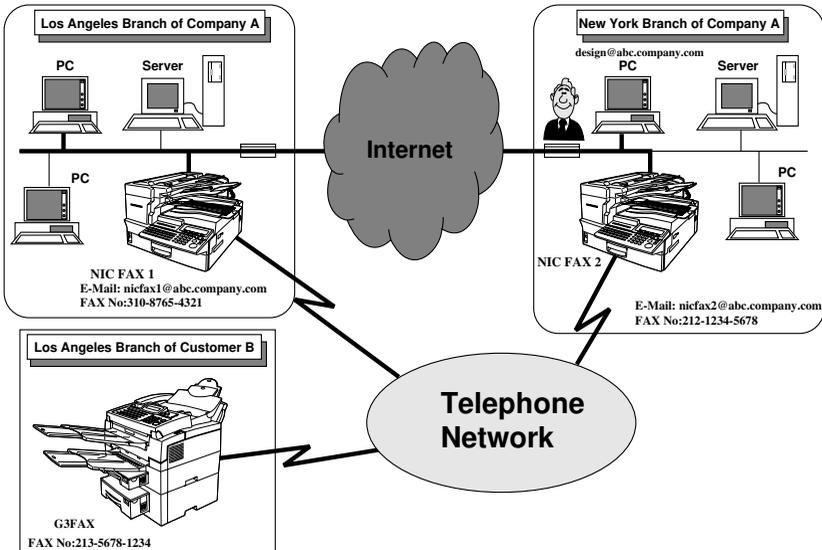
- Manual Reception
 - ID Reception
 - Forwarding Station (Forwarding of Mail not supported.)
 - Confidential Reception
 - Polling Reception
 - Multi-sort Reception
 - Authorized Reception
 - Memory Lock Reception
 - Specified Paper Cassette Selection
- * Note that the sample operation panel displays and NIC FAX application screens shown in this Operator's Manual may differ somewhat from those that actually appear.

GETTING ACQUAINTED WITH NIC FAX

Connecting NIC FAX to a LAN with E-mail makes it possible to send hard copy documents as E-mail to another NIC FAX or to a computer. Documents received from a G3 fax can also be delivered or forwarded as E-mail to a computer.

NIC FAX FEATURES

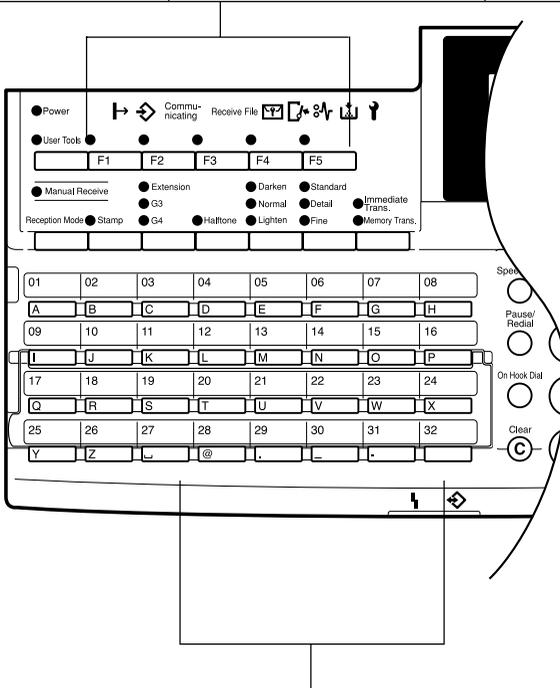
- TCP/IP communication protocols support connection to a LAN with E-mail
- Easy-to-master operations that are identical to those of a standard fax machine
- Also supports fax transmission and reception over a telephone line
- NIC FAX Com Redirector (NIC FAX applications) can be used to send a fax from a computer on a LAN using a fax application.
- NIC FAX Monitor can be used to check the settings and status of NIC FAX from a computer.
- ICViewer can be used to view, edit, and store images sent from NIC FAX.
- Received faxes can be directly transferred or mailed to a computer. Received fax data can be read at your own desk for improved communication security.
- Use of the Internet greatly reduces communication costs.
- Elimination of the use of paper for fax transmission and reception reduces paper expenses.



OPERATION PANEL

This section describes the operation panel buttons and indicators that are unique to Internet faxing. See the fax manual for details on other operation panel buttons and indicators.

Mail Address	Mail Reception	Auto Mail Reception
Press the User Function key (see page 44) that has been assigned the Mail Address function when you wish to specify an E-mail address. You can enter mail addresses that contain letters, spaces and characters such as “@”, periods, underlines and hyphens with the Quick Dial keys.	Press the User Function key (see page 44) that has been assigned the Mail Reception function to check the mail server and receive any new E-mail. Use this key if you do not wish to wait for the machine to check the server automatically.	Press the User Function key (see page 44) that has been assigned the Auto Mail Reception function to turn this feature on or off. When the Auto Mail Reception indicator is lit, the server is checked periodically for E-mail and download takes place as necessary. When not lit, E-mail is not received automatically.



Limitation

If you do not store the Mail Address function in a User Function key, you cannot send E-mail.

Note

□ When you store a function in a User Function key, stick the appropriate provided label on the key.

You can enter the following characters with the Quick Dial keys when Mail Address Input is selected.				
Quick Dial Key	[28/60]	[29/61]	[30/62]	[31/63]
Function	@	.	-	_

WHAT IS AN INTERNET FAX?

NIC FAX converts fax (hard copy) document data transmitted over a telephone line to E-mail format, and transmits the data over the Internet.

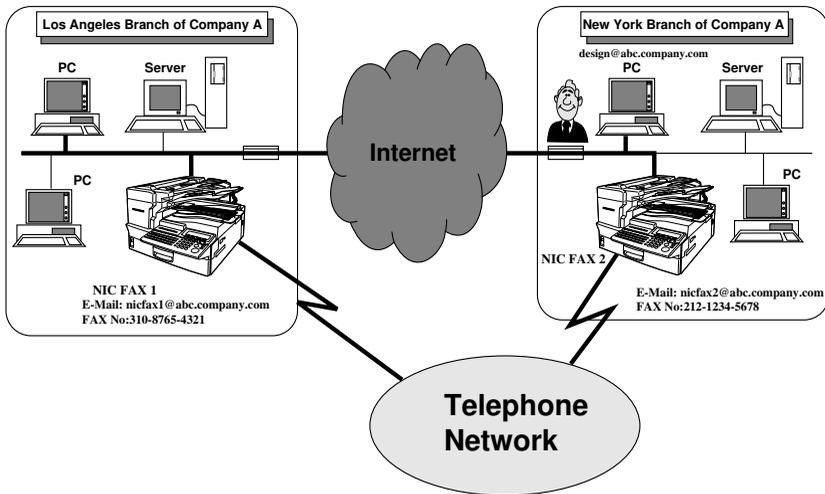
The E-mail sent by NIC FAX can be received by another NIC FAX or a computer. Instead of inputting the telephone number of the destination you want to send to, you input the applicable E-mail address.

Documents are sent as E-mail messages with an attached TIFF-F image. Because of this, a MIME-compatible E-mail reader is required in order to view documents received on a computer. To view an attached image, software that is capable of displaying TIFF-F formatted images is required. NIC FAX applications include ICViewer, which can be used to view, edit, and store image data. (See the ICViewer Reference for full details on how to use it.)

NIC FAX must be connected to a LAN and set up correctly in order to use its Internet fax functions. See Chapter 2 of this Operator's Manual for details on connecting to a LAN and making initial settings.

Note

- NIC FAX Internet fax functions support E-mail communication only. They do not support real-time communication.



BASIC TRANSMISSION

NIC FAX supports standard fax transmission to another fax machine, as well as fax transmission from a computer on the LAN through NIC FAX. A fax can be sent from the computer using a fax application.

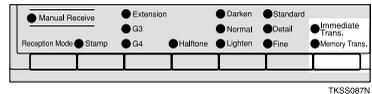
Note

- Because E-mail does not handle extremely large messages well, you may not be able to send very long faxes as E-mail.
- The level of security for Internet communications is very low. The use of standard subscriber lines is recommended for confidential communications.

Sending a Fax as E-mail from NIC FAX

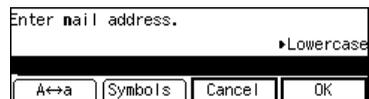
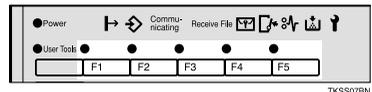
For Internet Fax, input the E-mail address instead of the fax number.

1. Make sure that the **Memory Transmission** indicator is lit.
 - If it isn't, press the **Memory/Immediate Transmission** key.
 - The data for Internet fax transmissions must first be stored into memory before it is sent. Immediate Transmission is not supported.
2. Place your document face up into the feeder, and set the scanning parameters.
 - Messages are always sent as Letter/Legal size. If you feed wider document than Letter/Legal, it will be reduced in size to Letter/Legal.
 - Text is sent as Detail resolution (200 × 200 dpi), even if Fine (200 × 400 dpi) is selected.
3. Press the User Function key (**F1-F5**) with the E-mail Address Input function stored in it.
 - E-mail Address Input is selected when the **Mail Address** indicator is lit.

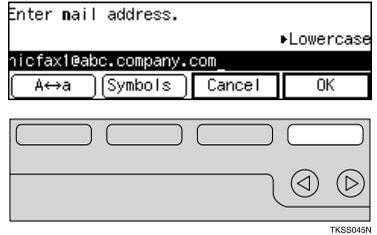


For details on User Function Keys, see page 44.

4. Use the Quick Dial keys and number keys to input the E-mail address you want to send to.
 - You cannot enter letters or symbols by pressing Quick Dial keys when the **Mail** indicator is not lit.
 - When specifying an E-mail address with a Quick Dial, Speed Dial, Group Dial or the Redial key, step 3 is not necessary.



- ❑ You can enter the “@” character, periods, underline characters, and hyphens with the Quick Dial keys. Press **[Symbols]** when you wish to enter symbols. Use **[A<->a]** to shift between upper-case and lower-case characters.
5. Press **[OK]**.
- ❑ This confirms the E-mail address as shown on the display and causes the **Mail** indicator to go out.



6. Press **Start**.
- ❑ This starts reading of the document into memory. The E-mail send operation starts after the read operation is complete. The **Communicating** indicator is lit while a send operation is in progress.
 - ❑ With a long message, it may take some time before the transmission starts. This is due to the time the machine requires to convert the data in memory.



Note

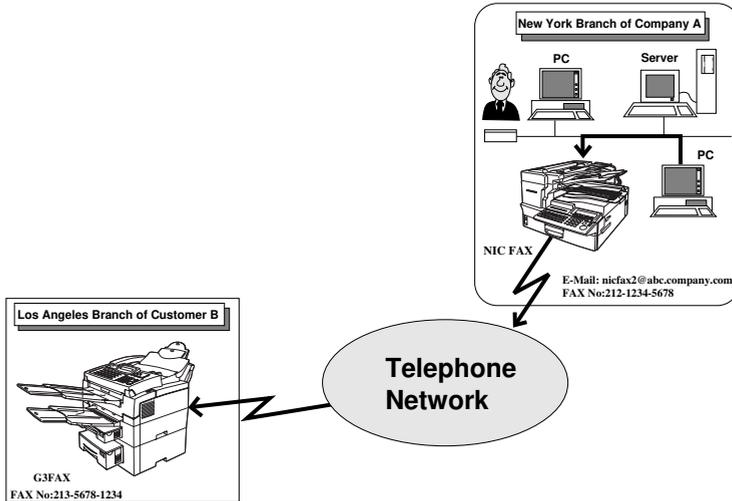
- ❑ For how to cancel an Internet fax transmission, see page 71

Sending a Fax from a Computer

You can use NIC FAX Com Redirector (see page 110~115) and a fax application to send a fax from a computer without connecting a modem to the computer.

Note

- ❑ Use Microsoft FAX or some other fax application that supports Class 2 AT commands to send faxes from a computer. Contact your sales or your service representative for information about computer fax applications that are supported by NIC FAX.



- ① A PC fax application and NIC FAX Com Redirector are installed on the computer at the New York Branch of Company A.

The fax number (213-5678-1234) of the Los Angeles Branch of Customer B is dialed from the computer's fax application.

- ② NIC FAX at Company A sends the fax to the specified number.

The fax number can be dialed manually, or by using Quick Dial, Speed Dial, or Group Dial. See the following examples.

Dialing Method	Format	Example
Quick Dial	# (two-digit Quick Dial number)	#12
Speed Dial	# * (two-digit Speed Dial number)	# * 23
Group Dial	# * * (two-digit Group number)	# * * 05

If a Quick Dial, Speed Dial, or Group Dial number is assigned an E-mail address, E-mail is sent to the applicable address when the number is dialed.

Note that you can input Quick Dial, Speed Dial, and Group Dial numbers in series for broadcasting of the same message to multiple destinations.

Example: #12# * 23# * * 05

Note

- Be sure to input a leading zero to change one-digit numbers into two-digit numbers. For example, input 5 as 05.
- When on optional Function Upgrade Card is installed, you must input a full three digits to specify a Speed Dial. E.g. to specify Speed Dial 1, enter "001".

RECEPTION FUNCTIONS

NIC FAX periodically checks the E-mail server and automatically receives any incoming E-mail messages. You can specify how often the server is checked with the E-mail Acquisition Interval setting.

If you wish to check whether there is mail immediately, use Manual E-mail Reception to query the server and download any messages.

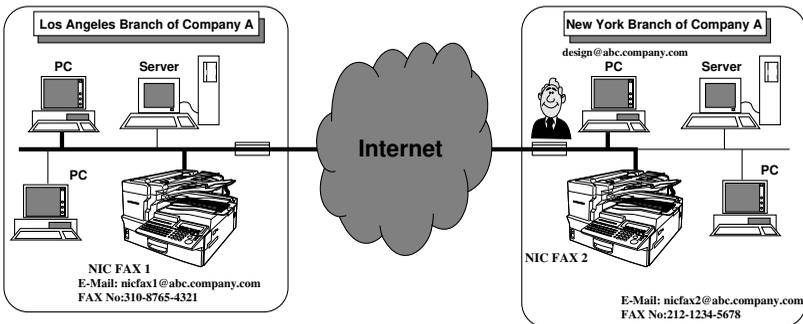
- Mail RX Interval (page 30, 40)
- Manual E-mail Reception (page 58)

If the Routing or Forwarding features are set up on NIC FAX, the incoming E-mail is delivered to a specified destination address or addresses.

- Routing Received documents to a PC (page 62)
- Forwarding Received documents to a PC (page 62)

Limitation

- NIC FAX cannot receive files sent as E-mail attachments. If an incoming E-mail has an attached file, an error message is sent back to the sender.



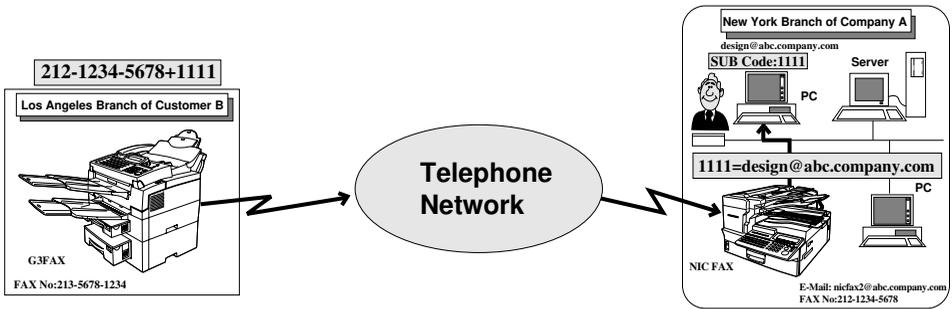
Routing Received Documents to a PC

If the Personal Box feature is set up, incoming messages that were sent with a SUB code are routed to the address stored in the Personal Box.

- For details on the Personal Box feature, please refer to the main fax manual.

When a message comes in from another fax with the SUB/SEP transmission function, if the SUB code that the sender specified matches the SUB code stored in the Personal Box, the document is automatically routed to the E-mail address registered in a Quick Dial or Speed Dial as a delivery destination.

The sender must have been informed beforehand of the SUB code stored in the Personal Box.



- 1 Los Angeles Branch of Customer B sends a fax from a G3 machine to the New York Branch of Company A with SUB code 1111.
- 2 NIC FAX in New York Branch of Company A has SUB code 1111 and a PC E-mail address registered in their Personal Box, so the message is routed to this destination.

Note

- You can only store one routing address in a Personal Box.
- NIC FAX can be set up to print a forwarding mark on faxes that are delivered. See the fax manual for details on turning the forwarding mark on and off. Forwarding mark printing is turned on as the initial factory default.
- The RTI or CSI of the sender is shown on the computer as the subject of the E-mail message.
- If routing was not possible, the Communication Failure Report is printed and the message is stored in the Personal Box as a Personal Box document.

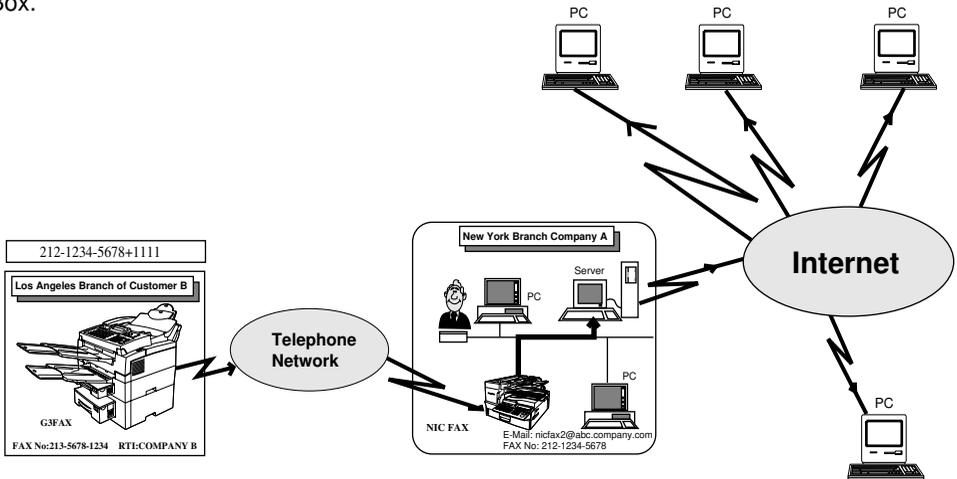
Transferring Received Documents to a PC

If you set up the NIC FAX Transfer Box feature, incoming fax messages with a SUB code can be delivered to multiple destinations registered in the Transfer Box.

- For details on the Transfer Box feature, please refer to the main fax manual.

When a message comes in from another fax with the SUB/SEP transmission function, if the SUB code that the sender specified matches the SUB code stored in the Transfer Box, the message is automatically delivered to the E-mail address(es) registered in a Quick Dial, Speed Dial or Group as the end receiver(s).

The sender must have been informed beforehand of the SUB code stored in the Transfer Box.



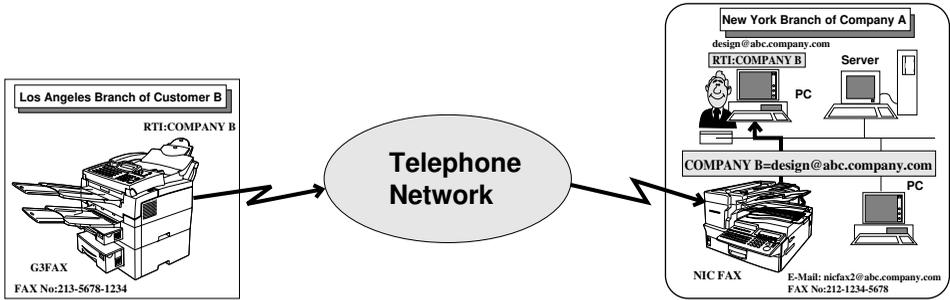
- 1 Los Angeles Company B sends a fax from a G3 machine to the New York Branch of Company A with SUB code 2222.
- 2 NIC FAX in New York Branch of Company A receives the message into the Transfer Box assigned SUB code 2222, and transfers the message to the E-mail address registered in the Transfer Box.

Note

- You can store up to 5 end receivers in the Transfer Box.
- The requesting party is not informed of whether the transfer was successful or not.
- You can set the time when the transfer is made to the time specified for the Economy Transmission feature. See the main fax manual for details.
- If the transfer address is a Multi-step Transfer Group, Multi-step Transfer takes place.

Forwarding Received Documents to a PC

Unlike the Routing or Transfer functions which require the sender to specify a SUB code, the Forwarding function delivers messages according to the sender's RTI or CSI identification. With this method, the sending fax machine does not need to have the SUB/SEP function.



- 1 Los Angeles Branch of Customer B sends a fax to the New York Branch of Company A.
- 2 The fax is received on NIC FAX at Company A, and forwarded to the personal computer whose mail address is specified to receive faxes from RTI: Customer B.

Note

- To use Forwarding, you need to register the Forwarding Station Address. If you register an E-mail address, forwarding of messages to a PC is possible.
- You can store up to 5 Forwarding Station Addresses.
- A forwarding mark can be printed on faxes that are forwarded. See the fax manual for details on turning the forwarding mark on and off. Forwarding mark printing is turned on as the initial factory default.
- See page 100 of this Operator's Manual and the main fax manual for details on Forwarding Station Address.
- The RTI (Receive Terminal Identification) or CSI (Called Station Identification) is shown as the subject of the forwarded mail message.

NIC FAX APPLICATIONS

NIC FAX comes with NIC FAX applications that can be installed on your computer. NIC FAX applications include the following software.

- NIC FAX Monitor
- NIC FAX Com Redirector
- ICViewer

Note

- See page 32 for the system requirements for running the NIC FAX applications.

NIC FAX Monitor

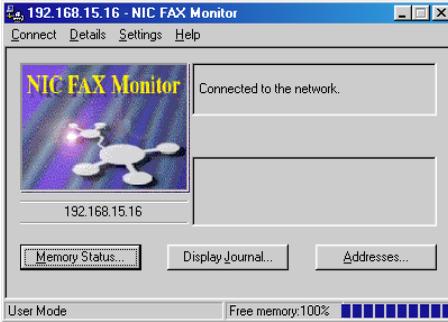
This utility software lets you configure NIC FAX to suit your individual needs, and check its current status on your computer's display. The following items can be set or checked using NIC FAX Monitor.

- FAX Setup (page 39)
- Setting the Administrator Mode Password (page 43)
- Back up (page 106)
- Restore (page 107)
- Memory Status (Transmission, Reception, Auto Document) (page 86)
- Journal (Transmission, Reception) (page 89)
- Address Book (Quick Dial, Speed Dial, Group Dial) (page 90)
- Multi-step Transfer Group (page 98)
- Boxes (page 103)
- Forward Station Addresses (page 100)

NIC FAX Monitor has a User Mode and an Administrator Mode (page 85).

User Mode can be used to check settings but not change them.

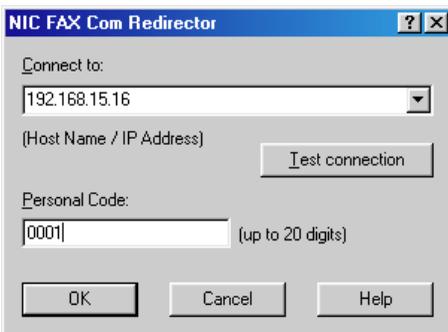
Administrator Mode access requires input of a password. Administrator Mode can be used to change settings and perform all functions available with NIC FAX Monitor.



NIC FAX Com Redirector

This software can be used to send a request to NIC FAX to transmit a fax from a PC FAX application.

Data from the computer's COM port is sent over the LAN to NIC FAX, which then transmits the fax. NIC FAX Com Redirector makes it possible to send a fax directly from a computer without connecting a modem.



Note

- Use Microsoft FAX or some other fax application that supports Class 2 AT commands to send faxes from a computer. Contact your sales or your service representative for information about PC FAX applications that are supported by NIC FAX.
- If you install NIC FAX Com Redirector, NIC FAX Port and Facsimile Modem Type A05 are installed.

ICViewer

With this software, you can view, edit, and store images (TIFF-F files) sent from NIC FAX by mail.



Note

- Please refer to the separate ICViewer Operator's Manual for details.

GETTING READY

The following steps must be performed before you can use the Internet Fax function.

1. Connection of NIC FAX to a LAN.
2. E-mail server settings (by network administrator)
3. NIC FAX initial settings (IP address, subnet mask, gateway address settings etc.)
4. Installation
 - Installation of the NIC FAX applications on your computer
5. NIC FAX Monitor settings

CONNECTING TO A LAN

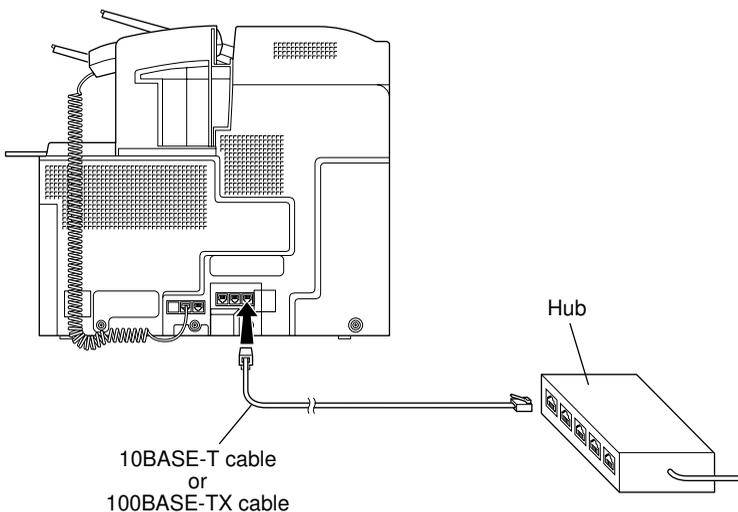
Connecting the LAN Cable

Since NIC FAX communicates over a LAN using TCP/IP protocols, it requires a 10BASE-T or 100BASE-TX LAN cable for connection.

Note

- A LAN cable is not supplied with NIC FAX.

1. Plug one end of the cable into the NIC FAX port. Note that the tab of the plug should be facing to the down of NIC FAX when viewed from the rear.
2. Plug the other end of the cable into a hub.



E-MAIL SERVER SETTINGS (BY NETWORK ADMINISTRATOR)

The information in this section is for your network administrator.

NIC FAX uses an Internet E-mail system to send Internet faxes. Since it automatically connects to the E-mail server to get E-mail, a NIC FAX account and password must be set up on the E-mail server. See the documentation for the E-mail server for details on the procedure required for setting up accounts and passwords.

Be sure to provide the NIC FAX IP address and host name to NIC FAX users who need to input this information when establishing a connection with NIC FAX Monitor and NIC FAX Com Redirector.

E-mail Servers That Have Been Confirmed To Work.

- Sendmail/QUALCOM Pop server

Program	SMTP sendmail Ver.8 or higher
	POP QUALCOM Pop server
OS	Solaris 1 Ver.2.1.4-R3
- Post Office

Agency	Software.com
	Ver.3.1 Release PO203a
- Seattle Lab Mail Server

Agency	Seattle Lab Inc
	Ver.2.4
- NetScape Messaging Server

Agency	NetScape Communications
	Ver.3.0
- IMail Server for Windows NT

Agency	lpswitch, Inc.
	Ver.4.0

Note

- Supported operations and services differ according to the mail server used.

NIC FAX INITIAL SETTINGS

The procedure described here should be performed after NIC FAX is connected to the LAN and the required E-mail server settings are complete. You can register the following settings from the main machine:

TCP/IP Settings

- IP address, subnet mask, gateway address, domain name system (DNS), access control, access control mask

E-mail Settings

- SMTP server address, POP server address, host name, E-mail address, domain name, login name, login password, E-mail Acquisition Interval

Other Settings

- Time difference, administrator E-mail address, E-mail backup address

Note

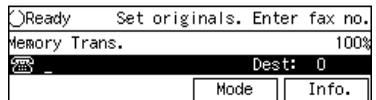
- You cannot register the IP address, subnet mask or gateway address settings from NIC FAX Monitor.

Network Settings

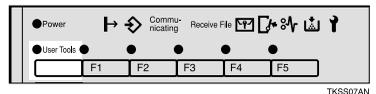
Note

- Please consult your network administrator to obtain the IP address, subnet mask, and gateway address settings.

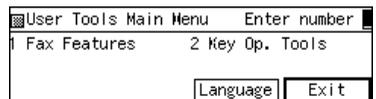
1. Make sure the initial display is shown.
 - If the “Fax Features” or “Key Op. Tools” screen is shown, press **User Tools** key. If any other display is shown, press the **Clear Modes/Energy Saver** key.



2. Press the **User Tools** key.



3. Enter the code for “Key Op. Tools” with the number keys, then press the **#** key.



4. Enter the code for “System Settings” with the number keys.

Key Op. Tools		Enter number
1	System Settings	2 Initial Set Up
3	Box Settings	
		PrevMenu

5. Enter the code for “Network” with the number keys.

- If the item you require is not shown, press [**↑Prev.**] or [**↓Next**] until it is.

System Settings 5/6		Enter number
1	Network	18 System Param. TX
19	Mem. File Transf	20 Reset PM Counter
		PrevMenu
[↑Prev.]		[↓Next]

6. Enter the code of the setting you wish to register with the number keys, then continue from the appropriate procedure below.

Network		Enter number
1	TCP/IP	2 Mail Server
3	Others	
		PrevMenu

TCP/IP Settings

1. Enter the code for “TCP/IP” with the number keys.

Network		Enter number
1	TCP/IP	2 Mail Server
3	Others	
		PrevMenu

2. Enter the code of the setting you wish to register with the number keys, then continue from the appropriate procedure below.

- If the item you require is not shown, press [**↑Prev.**] or [**↓Next**] until it is.
- If you make a mistake, press the **Cancel** key.

TCP/IP 1/2		Enter number
1	IP Address	2 Subnet Mask
3	Gateway Address	4 DNS Address
		PrevMenu
[↑Prev.]		[↓Next]

IP ADDRESS

1. Enter the code for “IP Address” with the number keys.

- If a number has only one or two digits, input it and then press **▶** to move the cursor to the next number.
- Press **◀** and **▶** to move the display cursor, and the **Clear** key to delete characters.
- Consult your systems administrator if you are unsure about this setting.

IP Address:	Enter number
192.168.15.	16
	Cancel
	OK

2. Press [**OK**].

SUBNET MASK

1. Enter the code for “Subnet Mask” with the number keys.
 - If a number has only one or two digits, input it and then press **▶** to move the cursor to the next number.
 - Press **◀** and **▶** to move the display cursor, and the **Clear** key to delete characters.
 - Consult your systems administrator if you are unsure about this setting.
2. Press **[OK]**.

Subnet Mask:	Enter number
255.255.255.__0	
<input type="button" value="Cancel"/> <input type="button" value="OK"/>	

GATEWAY ADDRESS

1. Enter the code for “Gateway Address” with the number keys.
 - If a number has only one or two digits, input it and then press **▶** to move the cursor to the next number.
 - Press **◀** and **▶** to move the display cursor, and the **Clear** key to delete characters.
 - Consult your systems administrator if you are unsure about this setting.
2. Press **[OK]**.

Gateway Address:	Enter number
192.168._15._31	
<input type="button" value="Cancel"/> <input type="button" value="OK"/>	

The following settings can also be registered using NIC FAX Monitor.

DOMAIN NAME SYSTEM (DNS) ADDRESS

1. Enter the code for “DNS Address” with the number keys.
 - If a number has only one or two digits, input it and then press **▶** to move the cursor to the next number.
 - Press **◀** and **▶** to move the display cursor, and the **Clear** key to delete characters.
 - Consult your systems administrator if you are unsure about this setting.
2. Press **[OK]**.

DNS Address:	Enter number
192.168._15._31	
<input type="button" value="Cancel"/> <input type="button" value="OK"/>	

ACCESS CONTROL

1. Enter the code for "Access Control" with the number keys.
 - If a number has only one or two digits, input it and then press \rightarrow to move the cursor to the next number.
 - Press \leftarrow and \rightarrow to move the display cursor, and the **Clear** key to delete characters.
 - When using the PC fax function, access control is the IP address(es) that can connect to NIC FAX. If you do not wish to use this feature, leave this setting as "0.0.0.0".
2. Press [**OK**].

Access Control:	Enter number
0. _0. _0. _0	
<input type="button" value="Cancel"/> <input type="button" value="OK"/>	

ACCESS MASK

1. Enter the code for "Access Mask" with the number keys.
 - If a number has only one or two digits, input it and then press \rightarrow to move the cursor to the next number.
 - Press \leftarrow and \rightarrow to move the display cursor, and the **Clear** key to delete characters.
 - Enter a mask that specifies the range of IP addresses that can connect based upon the access control setting. If you do not wish to use this feature, leave this setting as "0.0.0.0".
- E.g.
- Access control: 192.168.15.16
- Access mask: 255.255.0.0
- In this case addresses in the range 192.168.XX.XX can connect.
2. Press [**OK**].

Access Mask:	Enter number
0. _0. _0. _0	
<input type="button" value="Cancel"/> <input type="button" value="OK"/>	

Mail Server Settings

1. Enter the code for “Mail Server” with the number keys.
2. Enter the code of the setting you wish to register with the number keys, then continue from the appropriate procedure below.
 - If the item you require is not shown, press [↑**Prev.**] or [↓**Next**] until it is.
 - If you make a mistake, press the **Cancel** key.

Network		Enter number
1	TCP/IP	2 Mail Server
3	Others	
		PrevMenu

Mail Server 1/2		Enter number
1	SMTP Server	2 POP Server
3	Host Name	4 Mail Address
↑Prev. ↓Next		PrevMenu

SMTP SERVER ADDRESS

1. Enter the SMTP server address.
 - Press ⏪ and ⏩ to move the display cursor, and the **Clear** key to delete characters.
 - The SMTP server is the server that sends E-mail over the Internet.
2. Press [**OK**].

SMTP Server:	Enter address
▶Lowercase	
A↔a	Symbols
Cancel	OK

POP SERVER

1. Enter the POP server address.
 - Press ⏪ and ⏩ to move the display cursor, and the **Clear** key to delete characters.
 - A connection is made to a POP server in order to receive E-mail.
2. Press [**OK**].

POP Server:	Enter address
▶Lowercase	
A↔a	Symbols
Cancel	OK

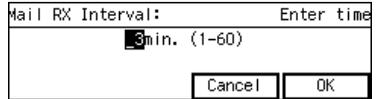
HOST NAME

1. Enter the name of the host.
 - Press ⏪ and ⏩ to move the display cursor, and the **Clear** key to delete characters.
2. Press [**OK**].

Host Name:	Enter name
▶Lowercase	
A↔a	Symbols
Cancel	OK

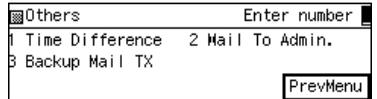
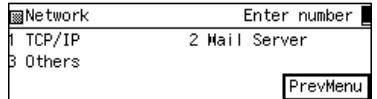
E-MAIL ACQUISITION INTERVAL

1. Enter the interval for Automatic Reception with the number keys.
 - You can enter a value between 1 and 60 minutes in one-minute steps.
 - When the machine is shipped, the default is 3 minutes.



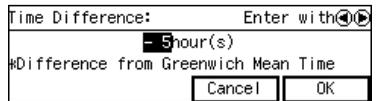
Other Settings

1. Enter the code for "Others" with the number keys.
2. Enter the code of the setting you wish to register with the number keys, then continue from the appropriate procedure below.
 - If you make a mistake, press the **Cancel** key.



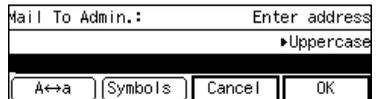
TIME DIFFERENCE

1. Press ⏪ and ⏩ to adjust the time difference.
 - Enter how many hours your local time is ahead or behind of Greenwich Mean Time (GMT).
 - When shipped, the default time difference is "-5" which is the time difference for New York.
2. Press [OK].



ADMINISTRATOR E-MAIL ADDRESS

1. Enter the address to which notifications will be sent when an error occurs.
 - Press ⏪ and ⏩ to move the display cursor, and the **Clear** key to delete characters.



- ❑ If the machine receives an error notification when downloading E-mail from the POP server or during a transfer request, it sends an error notification to the sender and a copy (CC) to the address specified with this setting.
2. Press [**OK**].

E-MAIL BACKUP ADDRESS

1. Enter the E-mail backup address.
 - ❑ Press ⏪ and ⏩ to move the display cursor, and the **Clear** key to delete characters.
 - ❑ Blind carbon copy (BCC) of all sent E-mail messages will be sent to this address.
2. Press [**OK**].

Backup Mail TX :	Enter address
	▸Lowercase
<input type="button" value="A↔a"/> <input type="button" value="Symbols"/> <input type="button" value="Cancel"/> <input type="button" value="OK"/>	

Returning to the Initial Display

1. Keep pressing [**PrevMenu**] until the “User Tools Main Menu” display is shown.
2. Press [**Exit**].

Others	Enter number
1 Time Difference	2 Mail To Admin.
3 Backup Mail TX	
<input type="button" value="PrevMenu"/>	
<input type="button" value=""/> <input type="button" value=""/> <input type="button" value=""/> <input type="button" value=""/>	
<input type="button" value="⏪"/> <input type="button" value="⏩"/>	

TKS045N

User Tools Main Menu	Enter number
1 Fax Features	2 Key Op. Tools
<input type="button" value="Language"/> <input type="button" value="Exit"/>	
<input type="button" value=""/> <input type="button" value=""/> <input type="button" value=""/> <input type="button" value=""/>	
<input type="button" value="⏪"/> <input type="button" value="⏩"/>	

TKS045N

INSTALLATION

System Requirements

The following is the required system for a computer running the NIC FAX applications.

Computer	: IBM PC/AT or compatible running Windows 95, Windows 98, Windows NT4.0
CPU	: i486DX-100MHz or higher
Minimum Memory	: 16MB minimum
Free Disk Space	: 30MB minimum
Operating System	: Windows 95, Windows 98, Windows NT4.0
Display	: SVGA 640 × 480, 256 colors minimum
Network	: LAN connection, TCP/IP protocols

Note

- Operation cannot be guaranteed for all system configurations.

Before Starting Installation

Running the installation program on the CD-ROM that contains the NIC FAX applications causes the three programs listed below to be installed by default. Note, however, that you can also specify installation of specific programs if you want.

- NIC FAX Com Redirector
- NIC FAX Monitor
- ICViewer

If you install ICViewer, the TIF, TIFF and DCX file icons and default file assignments will change.

Installing the NIC FAX Applications

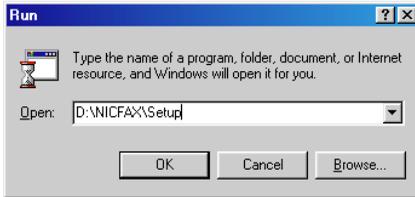
- Before installing on Windows NT 4.0, you must log in as a user with Administrator privileges.
 - Screen images in the procedure below may differ according to your version of Windows and environment settings.
 - Before beginning installation, exit all other applications.
1. Turn on the computer and start up Windows.
 2. Insert the CD-ROM that contains the NIC FAX applications into the computer's CD drive.
 3. On the **[Start]** menu, select **[Run]**.
This causes the **[Run]** dialog box to appear.

4. Type the full path and file name of the setup program into the Text Box and then click **[OK]**.

E.g. type

D:\NICFAX\Setup

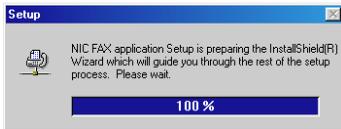
└─ If your CD-ROM is assigned to drive D.



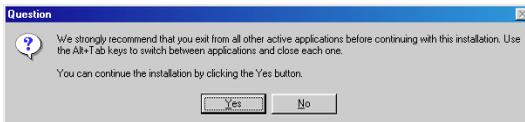
5. Select your desired language then click **[OK]**.



- Clicking **[OK]** above prepares the Install Shield wizard.



6. Click **[Yes]** in response to the dialog box that appears to start installation.

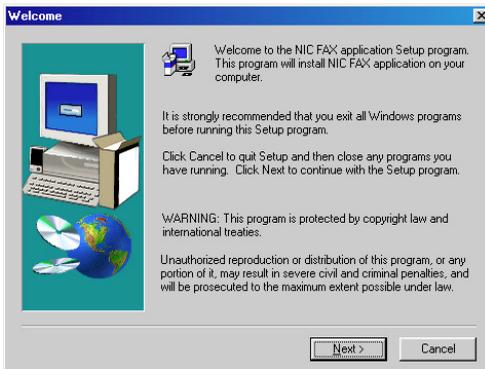


- To check whether other applications are running, hold down **[Alt]** and press **[Tab]**. Exit all other applications that are running before you click **[Yes]**.

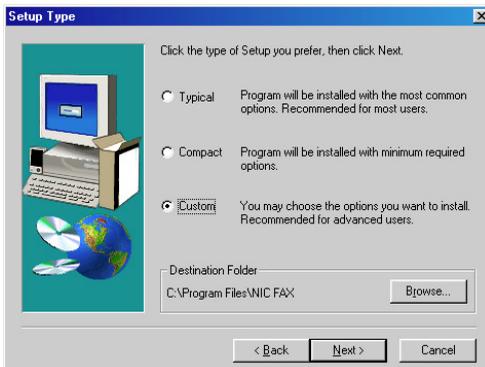
- ❑ The dialog shown below appears if NIC FAX Com Redirector is running. Note that NIC FAX Com Redirector is not shown in the box that appears when you press **[Alt]+[Tab]**. In this case, you have to click **[Yes]** to exit the installation, quit NIC FAX Com Redirector (page 111), and then restart installation from step 1.



7. After checking the contents of the dialog box, click **[Next]**.



8. Select **[Typical]** and then click **[Next]**.



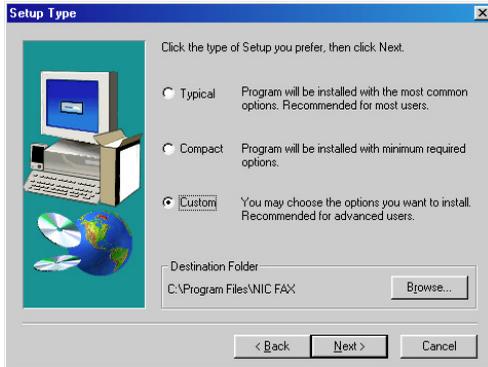
Note

- ❑ If you want to change the location where the NIC FAX applications will be installed, click **[Browse]** to display a dialog box for specification of a directory. After you specify the directory, click **[Next]**.
- ❑ If you choose "Compact", all applications will be installed except for ICViewer. Please choose "Typical" providing your hard disk capacity allows this.

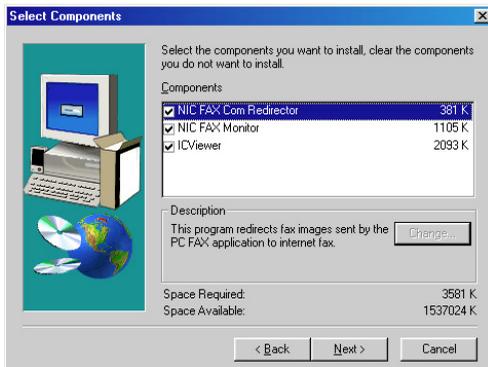
Using the Customize Option

Step 8 above automatically installs all three of the programs that make up the NIC FAX applications. Substitute the following two steps for step 8 when you want to install one or two of the available programs.

8-1. Select [**Custom**] and then click [**Next**].



8-2. Put checks in the checkboxes next to the program names in the component list box to select the programs you want to install, then click [**Next**].



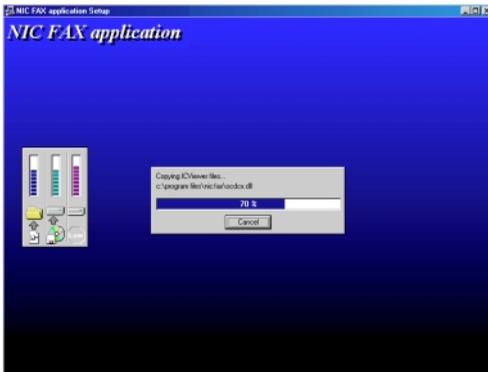
9. Make sure the destination folder is to your satisfaction, then Click **[Next]**.



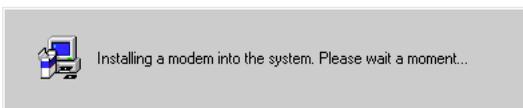
Note

Use of only the folders shown in the list is recommended.

10. The installation screen will appear. When the progress bar reaches 100%, the following display will appear.



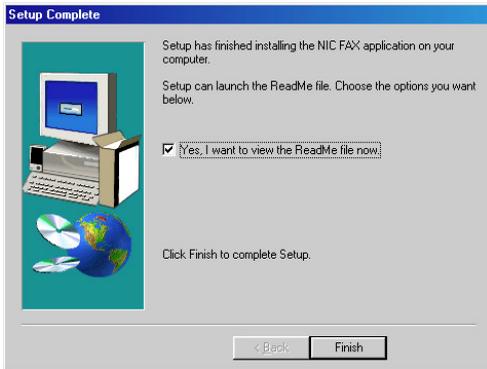
If you selected not to install NIC FAX Com Redirector, the following screen not appears.



If installation is complete, the following screen will appear:

11. Click **[Finish]**.

If the Readme check box was checked, the Readme file will open. Please check the contents, then close it.

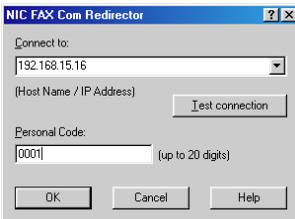


12. Remove the CD-ROM. Then from the **[Start]** menu, choose **[Shut Down]** then **[Restart]**.

Once the computer has restarted, the NIC FAX Com Redirector settings dialog will appear.

NIC FAX COM REDIRECTOR SETTINGS

1. Enter the IP address or host name of NIC FAX in the **[Connect]** field. If you are utilizing user codes to manage communications, in the Personal Code field enter a user code that is registered in NIC FAX. Then click **[OK]**.



- For details on user codes, please refer to the main fax manual.
- To redisplay this dialog, double click on the NIC FAX Com Redirector icon located on the right side of the taskbar.

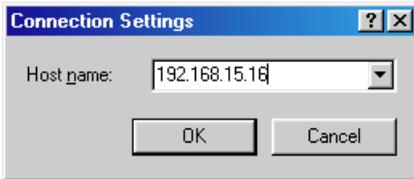
NIC FAX MONITOR SETTINGS

After completing E-mail server settings, initial settings, and installation, you are ready to use NIC FAX Monitor to make E-mail, TCP/IP and other system settings.

Entering Administrator Mode

Before making system settings you have to first perform the procedure below to enter Administrator Mode.

1. On the **[Start]** menu, point to **[Programs]** and then **[NIC FAX Application]**. Next, click **[NIC FAX Monitor]**.
2. Type the IP address or host name into the **[Host Name]** text box, and then click **[OK]**.

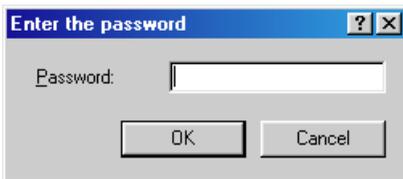


The above shows input of the example IP address 192.168.15.16.

Note

- When NIC FAX Monitor is connected to NIC FAX in Administrator mode, “Connecting with PC” is shown on the NIC FAX display and it is not possible to access the Fax Features or Key Operator Tools settings from NIC FAX. If the User Tools are being accessed from NIC FAX or another running NIC FAX Monitor application, NIC FAX Monitor will display a “Sorry, busy for doing some other tasks.” message and connection in Administrator mode is not possible.

3. On the **[Connect]** Menu, click **[Administrator Mode]**.
4. The factory default password is a blank (null), so simply click **[OK]** to enter Administrator Mode the first time.



Note

- See “Setting the Administrator Mode Password” on page 43 for details on changing the Administrator Mode password.

Internet E-mail Settings

In Administrator Mode, execute the **[Settings]** menu's **[FAX Setup (Administrator)]** command to display the **[FAX Setup (Administrator)]** dialog box.

1. Click the **[Mail]** tab in the **[FAX Setup (Administrator)]** dialog box.

2. Make the **[Mail]** settings described below (1 through 8), and then click **[OK]**.

- 1 **[SMTP Server]**

Type in the IP address of the SMTP server to be connected to for sending Internet mail.

- 2 **[POP Server]**

Type in the IP address of the POP server to be connected to for receiving Internet mail.

Note

- You can enter a host name for the above items if the TCP/IP DNS setting is set up correctly (see page 25-26).

- 3 **[Host Name]**

Type in the NIC FAX host name. This input can be skipped.

- 4 **[Mail Address]**

Type in the NIC FAX mail address. The address you type here is automatically added to the "From" field of outgoing mail.

- 5 **[Domain Name]**

Type in the domain name of the network where NIC FAX is located. This input can be skipped.

- 6 **[Login Name]**

Type in the name for logging into the POP server.

7 [Login Password]

Type in the password for logging into the POP server.

8 [Mail RX Interval]

Specify the minimum interval for logging into the POP server to pick up any E-mail that is waiting. An interval in the range of 1 to 60 minutes can be specified, in one-minute units. The factory default setting for the interval is 3 (minutes).

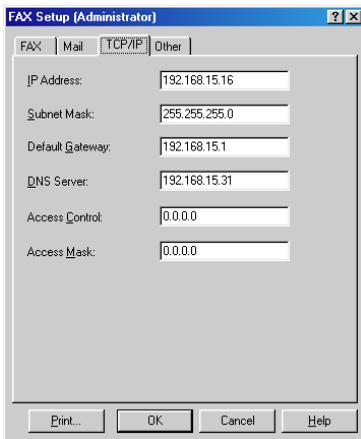
TCP/IP Settings

In Administrator Mode, execute the [Settings] menu's [FAX Setup (Administrator)] command to display the [FAX Setup (Administrator)] dialog box.

Note

- If you have registered the settings below from NIC FAX, there is no need to register them again.

1. Click the [TCP/IP] tab in the [FAX Setup (Administrator)] dialog box.



2. Make the [TCP/IP] settings described below (1 through 3), and then click [OK].

1 [IP Address], [Subnet Mask], [Default Gateway], [DNS Server]

Make sure that these items are identical to those you input on the NIC FAX control panel (page 24).

2 [Access Control]

Type in the IP address to which NIC FAX can connect when using the PC FAX function. Leave this setting at 0.0.0.0 if you don't need to use it.

3 [Access Mask]

Type in an access mask to limit the range of IP addresses that can connect to NIC FAX. Leave this setting at 0.0.0.0 if you don't need to use it.

Example:

Access Control: 192.168.15.16

Access Mask: 255.255.0.0

In this case, IP addresses that can connect to NIC FAX is: 192.168.xx.xx

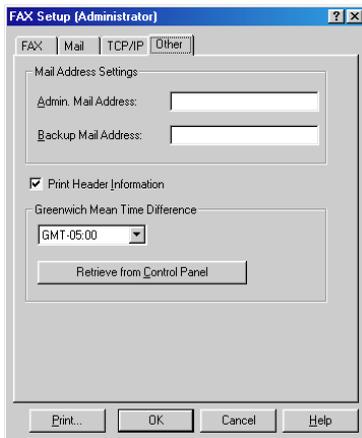
Other Settings

In Administrator Mode, execute the **[Settings]** menu's **[FAX Setup (Administrator)]** command to display the **[FAX Setup (Administrator)]** dialog box.

Note

- If you have registered the settings below from NIC FAX, there is no need to register them again.

1. Click the **[Other]** tab in the **[FAX Setup (Administrator)]** dialog box.



2. Make the settings described below (1 through 4), and then click **[OK]**.

- 1 **[Admin. Mail Address]**

When notification E-mail messages (error notifications, relay result notifications) are generated by NIC FAX and sent to the originator of a message, a copy of the notification is also sent to the address you specify here. This input can be skipped.

- 2 **[Backup Mail Address]**

Copies of all E-mail sent from NIC FAX are also sent to this address. This input can be skipped.

- Specifying a Backup E-mail Address causes all E-mail to be sent to the address. This means the backup address requires large memory capacity.

Note

- Do not specify the NIC FAX E-mail address as the Administrator E-mail Address or Backup E-mail Address. Doing so can cause operational problems when transfer request E-mail is bcc'd to NIC FAX.

3 [Print Header Information]

Put a check in this checkbox if you want header information to be printed in received E-mail.

4 [Greenwich Mean Time Difference]

Specify the difference between Greenwich Mean Time and the time zone you are currently located in. You can use the drop-down list or click the button to get the value from Control Panel.

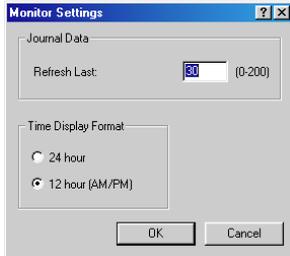
Example

Los Angeles GMT - 08:00

New York GMT - 05:00

Monitor Settings

1. In Administrator Mode, choose **[Settings]** then **[Monitor Settings]**.



2. Make any changes then click **[OK]**.
 1. Journal Data
Enter the number of Journal items to display (0-200). When shipped, the default is 30.
 2. Time Display Format
Select 12 or 24 hour format for the time displayed in the monitor dialog.

SETTING THE ADMINISTRATOR MODE PASSWORD

On the [**Settings**] menu, click [**Password**] to display the password settings dialog box. Use this dialog box to specify a password that controls access to Administrator Mode.

1. In the dialog box, make the required password settings and then click [**OK**].

The image shows a 'Password Settings' dialog box with a blue title bar containing a question mark icon and a close button. The dialog contains three text input fields: 'Current Password:', 'New Password:', and 'Confirm New Password'. At the bottom of the dialog are two buttons: 'OK' and 'Cancel'.

- 1 [**Current Password**]

Type in the password you want to change from. If this is the first time you are setting a password since installing NIC FAX Monitor, leave this text box blank.

- 2 [**New Password**]

Type in up to eight characters for the password to which you want to change. Note that NIC FAX Monitor distinguishes between upper-case and lower-case characters.

- 3 [**Confirm New Password**]

Re-type the password you specified into the [**New Password**] text box.

- Password settings you make go into effect when you click [**OK**].

Note

- Make sure you keep a separate record of your password so you do not forget it. If you do, you will not be able to access Administrator Mode.
- Should you forget the password, contact your service representative.

USER FUNCTION KEY SETTINGS

If you store functions in User Function keys **F1-F5**, you can access those functions by just pressing the appropriate key.

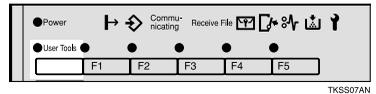
In addition to the functions listed in the main fax manual, you can register the following functions:

- Mail Address (always register this in a User Function key)
- Auto Mail Reception
- Mail Reception

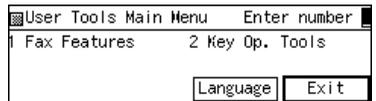
Registering Functions in User Function Keys

This procedure describes how to register the 3 functions listed above in User Function keys. For how to register other functions, please refer to the main fax manual.

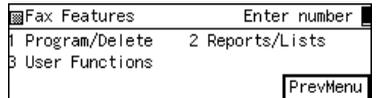
1. Press the **User Tools** key.



2. Enter the code or "Fax Features" with the number keys.

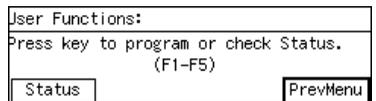


3. Enter the code for "User Functions" with the number keys.



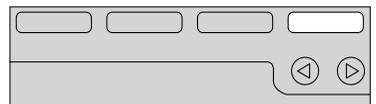
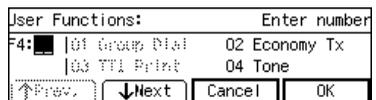
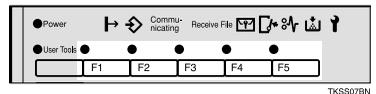
4. Press the User Function key you wish to register a function in.

- To view the current contents of User Function keys, press [**Status**].

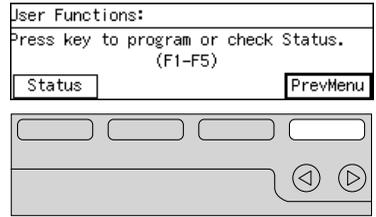


5. Enter the code of the function you wish to register, then press [**OK**].

- If the item you require is not displayed, press [**Prev.**] or [**Next**] until it is.
- To register another function in another User Function key, repeat steps 4 and 5.



6. Press [**PrevMenu**] until the User Tools menu re-appears.



7. Press [**PrevMenu**].
8. Press [**Exit**].

Editing and Deleting User Function Key Settings

For how to edit and delete the contents of User Function keys, see the main fax manual.

TESTING FOR PROPER OPERATION

After completing all connections and settings, use the following procedure to test NIC FAX for proper operation.

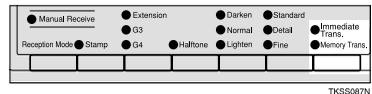
Checking NIC FAX

Use the following procedure to send an E-mail message from NIC FAX to your own computer and test for proper operation of the send and receive functions.

If the send and receive functions do not operate properly, check connections and try to locate the problem in the TROUBLESHOOTING section starting from page 116.

1. Make sure that the **Memory Transmission** indicator is lit.

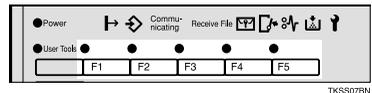
If it isn't, press the **Memory/Immediate Transmission** key.



2. Place the document you want to send face up into the feeder, and set the scanning parameters.

Text is sent at Detail resolution (200 x 200 dpi), even if Fine (200 x 400 dpi) is selected.

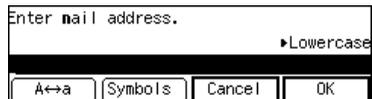
3. Press the User Function key (**F1-F5**) registered with the Mail Address function. The **Mail** indicator should light.



4. Use the Quick Dial keys and number keys to input the E-mail address you want to send to.

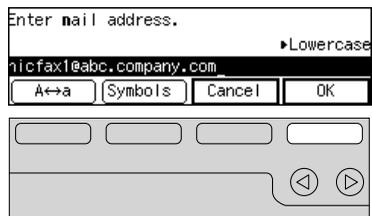
You can enter the "@" character, periods, underline characters, and hyphens with the Quick Dial keys. Press [**Symbols**] when you wish to enter symbols. Use [**A↔a**] to shift between upper-case and lower-case characters.

You cannot enter letters or symbols by pressing Quick Dial keys when the Mail Address indicator is not lit.



5. Press [**OK**].

This confirms the E-mail address as shown on the display and causes the Mail Address indicator to go out.



6. Press **Start**.
 - This starts reading of the document into memory. The E-mail send operation starts after the read operation is complete. The **Communicating** indicator is lit while a send operation is in progress.
 - It may take some time before the send operation starts. This is due to the time the machine requires to convert the data in memory.
7. Check that the sent E-mail was delivered properly.

Checking NIC FAX Applications

After NIC FAX Com Redirector, NIC FAX Port, and Facsimile Modem Type A05 are installed on your computer, you can use one of the applications to send a fax to NIC FAX and to check for proper receipt.

See page 69 for details on how to send a fax from a PC FAX application.

- If you specify the destination fax number as 0000, the message is output on the locally connected NIC FAX.

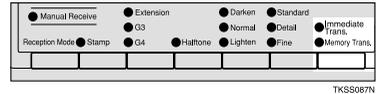
INTERNET FAXING

TRANSMISSION

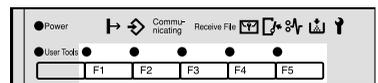
This section describes how to scan a document into NIC FAX memory and send it as E-mail. You can input the E-mail address directly, or use a Quick Dial, Speed Dial or Group with an address already stored in it. You can also use the Redial key to recall the previous address sent to.

Entering the E-mail Address Directly

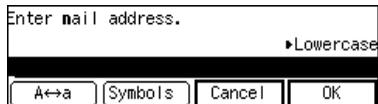
1. Make sure that the **Memory Transmission** indicator is lit.
 - If it isn't, press the **Memory/Immediate Transmission** key.
 - The data for Internet fax transmissions must first be stored into memory before it is sent. Immediate transmission is not supported.
2. Place your document face up into the feeder, and make any scan settings as required.
 - Text is sent at Detail resolution (200 × 200 dpi), even if Fine (200 × 400 dpi) is selected.
 - Messages are always sent as Letter/Legal size. If you feed wider document than Letter/Legal, it will be reduced in size to Letter/Legal.
3. Press the User Function key (**F1-F5**) that is assigned the Mail Address function.
 - Make sure that the Mail Address indicator is lit.
4. Use the Quick Dial keys and number keys to input the E-mail address.
 - You can enter the “@” character, periods, underline characters, and hyphens with the Quick Dial keys. Press [**Symbols**] when you wish to enter symbols. Use [**A↔a**] to shift between upper-case and lower-case characters.
 - You cannot enter letters or symbols by pressing Quick Dial keys when the Mail Address indicator is not lit.



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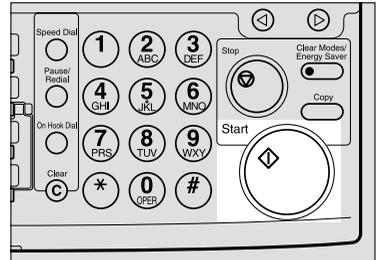


5. Press [OK].
- This confirms the E-mail address as shown on the display and causes the Mail Address indicator to go out.



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6. Press **Start**.
- This starts reading of the document into memory. The E-mail send operation starts after the read operation is complete. The **Communicating** indicator is lit while a send operation is in progress.
 - With a long message, it may take some time before the transmission starts. This is due to the time the machine requires to convert the data in memory.



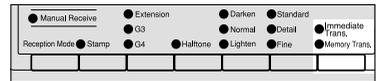
TKSS027N

Note

- For how to cancel transmission of an Internet fax, see page 71.

Specifying an E-mail Address Registered in a Quick Dial, Speed Dial, or Group

1. Make sure that the **Memory Transmission** indicator is lit.
 - If it isn't, press the **Memory/Immediate Transmission** key.
2. Place your document face up into the feeder, and make any scan settings as required.
 - Text is sent at Detail resolution (200 × 200 dpi), even if Fine (200 × 400 dpi) is selected.
 - Messages are always sent as Letter/Legal size. If you feed wider document than Letter/Legal, it will be reduced in size to Letter/Legal.
3. Use a Quick Dial, Speed Dial, or Group to specify the E-mail address.
 - Quick Dial ... Press the applicable Quick Dial key. See page 73 of this manual and the main fax manual for details.



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- ❑ Speed Dial ... Press **Speed Dial** and use the number keys to input the two-digit Speed Dial code. See the main fax manual for details.

Press [**Tel. Dir.**] to search for Speed Dials by name.

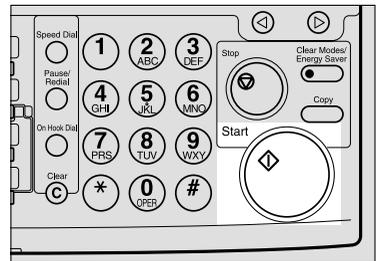
- ❑ Group Dial ... Press the applicable Quick Dial key. See the main manual for details.

Note

- ❑ With Groups, you can assign a mixture of E-mail addresses and fax numbers to a single Quick Dial key.

4. Press **Start**.

- ❑ This starts reading of the document into memory. The E-mail send operation starts after the read operation is complete. The **Communicating** indicator is lit while a send operation is in progress.
- ❑ With a long message, it may take some time before the transmission starts. This is due to the time the machine requires to convert the data in memory.



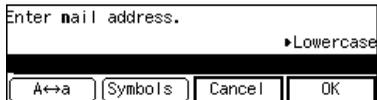
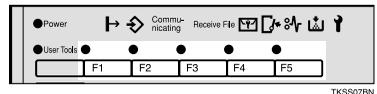
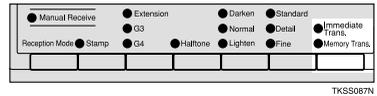
Note

- ❑ For how to cancel transmission of an Internet fax, see page 71.

BROADCASTING

NIC FAX can send the same E-mail to multiple faxes or computers. The broadcasting addresses can be a mixture of fax numbers and E-mail addresses.

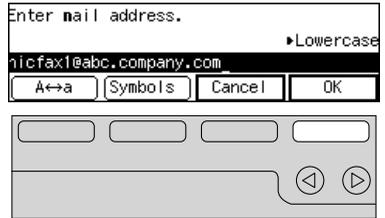
1. Make sure that the **Memory Transmission** indicator is lit.
 - If it isn't, press the **Memory/Immediate Transmission** key.
2. Place your document face up into the feeder, and make any scan settings as required.
 - Text is sent at Detail resolution (200 × 200 dpi), even if Fine (200 × 400 dpi) is selected.
 - Messages are always sent as Letter/Legal size. If you feed wider document than Letter/Legal, it will be reduced in size to Letter/Legal.
3. Press the User Function key (**F1-F5**) that is assigned the Mail Address function.
4. Specify the destination E-mail address in one of the following ways:
 - Manual input ... Press Mail then use the Quick Dial keys and number keys to input the E-mail address.
 - Quick Dial ... Press the applicable Quick Dial key.
 - Speed Dial ... Press **Speed Dial** key and use the number keys to input the applicable two-digit Speed Dial.
 - Group Dial ... Press the applicable Quick Dial key.



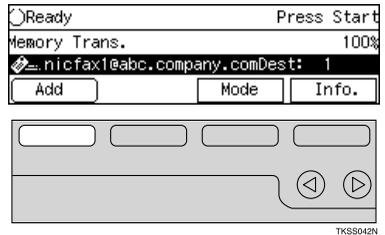
Note

- Note that letters and symbols will not be input if you press the Quick Dial keys while the Mail Address indicator is unlit.
- You can enter the "@" character, periods, underline characters, and hyphens with the Quick Dial keys. Press **[Symbols]** when you wish to enter symbols. Use **[A↔a]** to shift between upper-case and lower-case characters.

5. Press [OK].



6. Press [Add].



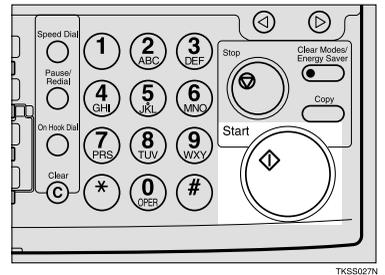
7. Repeat steps 3 through 6 to input all the E-mail addresses you want.

Note

- You can input up to 250 addressees, mixing E-mail addresses and fax numbers. Note that the maximum number of addressees may be further limited by your E-mail server.

8. Press **Start**.

- This starts reading of the document into memory. The E-mail send operation starts after the read operation is complete. The **Communicating** indicator is lit while a send operation is in progress.
- With a long message, it may take some time before the transmission starts. This is due to the time the machine requires to convert the data in memory.



Note

- For how to cancel transmission of an Internet fax, see page 71.

TRANSFER REQUEST

There are two types of transfer request transmission: transfer request by E-mail and transfer request by fax (standard transfer request transmission).

The following are some terms you must be familiar with in order to perform the following procedure.

Transfer requester

This is the fax machine performing the transfer request transmission (NIC FAX).

Transfer station

This is the fax machine that is requested to perform a transfer. This machine needs to have the Transfer Box and Delivery Destination settings registered.

End receiver

This is the fax machine or computer that receives the E-mail or fax from the transfer station.

Note

- NIC FAX and NIC FAX KIT TYPE140 can be specified as the transfer requester for a transfer request by E-mail.
- See the main Operator's Manual for details on the operation for transfer request by fax.

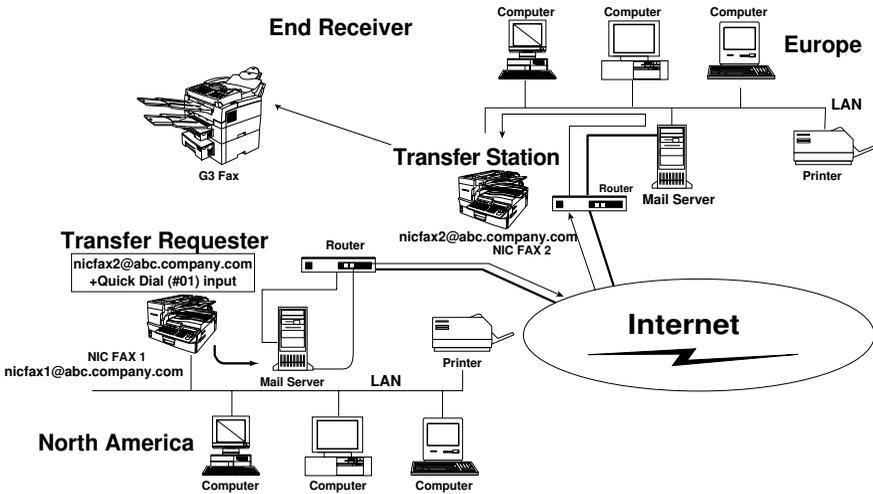
Note

- Up to 99 transfer stations can be specified for each transfer request.
- Up to 30 end receivers can be specified for each transfer station.
- Each transfer station Group is counted as a single end receiver.
- Up to a total of 100 transfer stations can be specified with end receivers and the number keys.

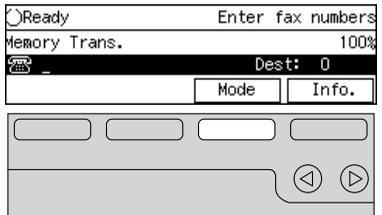
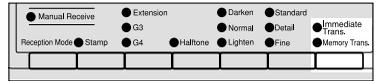
Note

- Before performing the following procedure, you must first store the polling ID for your fax machine and its telephone number. The same polling ID must be stored for both the transfer requester (NIC FAX) and the transfer station.

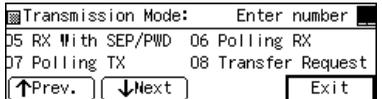
Transfer Request by E-mail



1. Make sure that the **Memory Transmission** indicator is lit.
 - If it isn't, press the **Memory/Immediate Transmission** key.
2. Place your document face up into the feeder, and make any scan setting as required.
 - Text is sent at Detail resolution (200 × 200 dpi), even if Fine (200 × 400 dpi) is selected.
 - Messages are always sent as Letter/Legal size. If you feed wider document than Letter/Legal, it will be reduced in size to Letter/Legal.
3. Press [**Mode**].



4. Enter the code for "Transfer Request" with the number keys.
 - If the item you require is not shown, press [**Prev.**] or [**Next**] until it is.



Note

- Sending a transfer request transmission to a fax that does not have a transfer function or to a computer by E-mail is sent as a normal transmission to and received by the transfer station without being transferred to any other destination. Note that no error report is returned to the transfer requester (the originator of the transmission). Because of this you should always confirm that the transfer station is a fax that is equipped with a transfer function.

Inputting a Mail Address Stored in a Quick Dial/Speed Dial

5. Use a Quick Dial or Speed Dial to specify the transfer station.

- Quick Dial

Press the Quick Dial to which the desired address is assigned.

- Speed Dial

Press **Speed Dial** key then enter the Speed Dial code with the numbers.

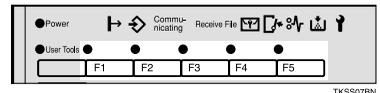
**Inputting an E-mail Address Manually**

- 5-1. Press the User Function key (**F1-F5**) that is assigned the Mail Address function.

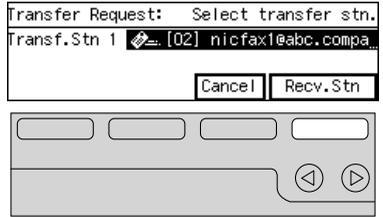
- Make sure that the Mail Address indicator is lit.

- 5-2. Input the E-mail address then press **[OK]**.

- You can enter the "@" character, periods, underline characters, and hyphens with the Quick Dial keys. Press **[Symbols]** when you wish to enter symbols. Use **[A↔a]** to shift between upper-case and lower-case characters.
- Pressing **Clear** deletes the character at the current cursor position.
- Pressing **Stop** clears the address.

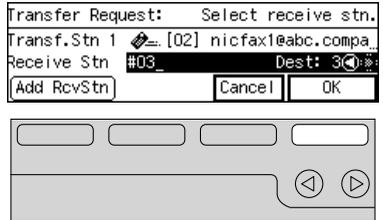


6. Press [**Recv. Stn**].



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7. Specify the end receiver (see below) and then press [**OK**].



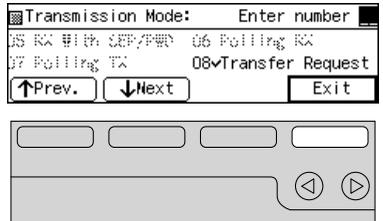
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8. Press [**No**].



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9. Press [**Exit**].



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10. After finishing all the required input, press **Start**.

- ❑ This starts reading of the document into memory. The E-mail send operation starts after the read operation is complete. The **Communicating** indicator is lit while a send operation is in progress.
- ❑ With a long message, It may take some time before the send operation starts. This is due to the time the machine requires to convert the data in memory.

Specifying an End Receiver

Only end receivers whose E-mail addresses or fax numbers are registered in Quick Dials, Speed Dials, or Groups on the transfer station can be specified as end receivers.

Quick Dial

Press **#** and then input the applicable two-digit Quick Dial code.

Example: To specify the end receiver assigned to Quick Dial code 01 on the transfer station.

Enter: **# 0 1**

Speed Dial

Press **# *** and then input the applicable two-digit or three-digit Speed Dial.

Example: To specify the end receiver assigned to Speed Dial 12 on the transfer station.

Enter: **# * 1 2**

Example: To specify the end receiver assigned to Speed Dial 123 on the transfer station.

Enter: **# * 1 2 3**

Group Dial

Press **# * *** and then input the applicable two-digit Group Dial code.

Example: To specify the end receiver assigned to Group 04 on the transfer station.

Enter: **# * * 0 4**

RECEPTION

Note

- For E-mail from a computer, alphabetic-character text and TIFF-F images are output they are. If you receive non-alphabetic text, it may not be printed normally.

Automatic E-mail Reception

When this function is turned on, the machine periodically checks the E-mail server for incoming E-mail and downloads it as necessary.

The interval between checks is referred to as the E-mail Acquisition Interval, and when the machine is shipped it is set to 3 minutes by default (see page 44). You change this to any value between 1 and 60 minutes, and can also force the machine to check for incoming mail by pressing the **Mail Recep** key (see the next section).

You can also configure this feature to work in conjunction with the Night Timer feature so that mail acquisition does not occur at times when the machine is saving energy.

- If the indicator of the User Function key to which Automatic Mail Reception is assigned is not lit, Automatic Mail Reception will not take place. See page 44.
- If memory runs out, mail will not be received at the specified intervals. Reception will resume when sufficient memory becomes available.

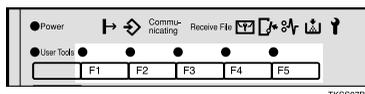
Manual E-mail Reception

Follow these steps at any time to check for incoming E-mail immediately.

Note

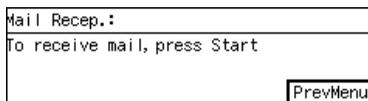
- This procedure assumes that the Manual Mail Reception function is stored in a User Function key beforehand (see page 44).

1. Press the User Function key (**F1-F5**) registered with the Manual E-mail Reception function.

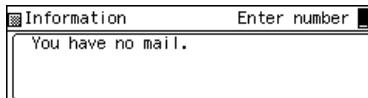


2. Press the **Start** key to check for E-mail.

If there is E-mail, the **Communicating** indicator will light and the mail will be printed.



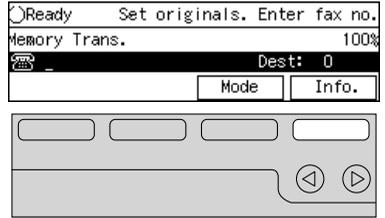
If there is no E-mail, the following display will flash up then the initial display will reappear.



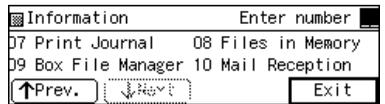
Receiving E-mail with the Information Function

If the Manual Mail Reception function is not registered in a User Function key, use the following procedure to receive E-mail.

1. Press [**Info**].

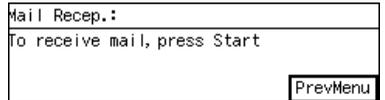


2. Enter the code for "Mail Reception" with the number keys.

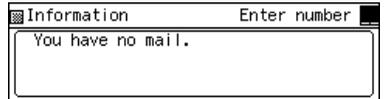


3. Press the **Start** key to check for E-mail.

If there is E-mail, the **Communicating** indicator will light and the mail will be printed.



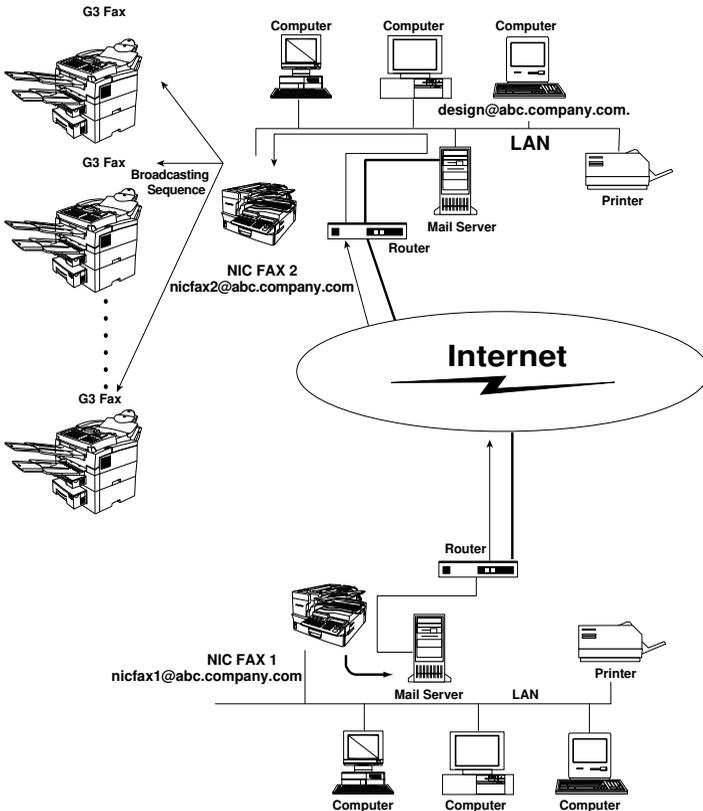
If there is no E-mail, the following display will flash up then the initial display will reappear.



Receiving Transfer Request E-mail

When NIC FAX receives a transfer request transmission by E-mail, it transfers the E-mail to all the end receivers specified.

Transfer request E-mail from NIC FAX 1 is received by NIC FAX 2 and sent to the specified end receivers.



Note

- E-mail addresses can also be specified as end receivers.
- Transfer request E-mail requires setting of the polling ID and end receiver address or fax phone number. The end receiver address or fax phone number must be assigned to a Quick Dial, Speed Dial, or Group Dial.

Multi-step Transfer Example

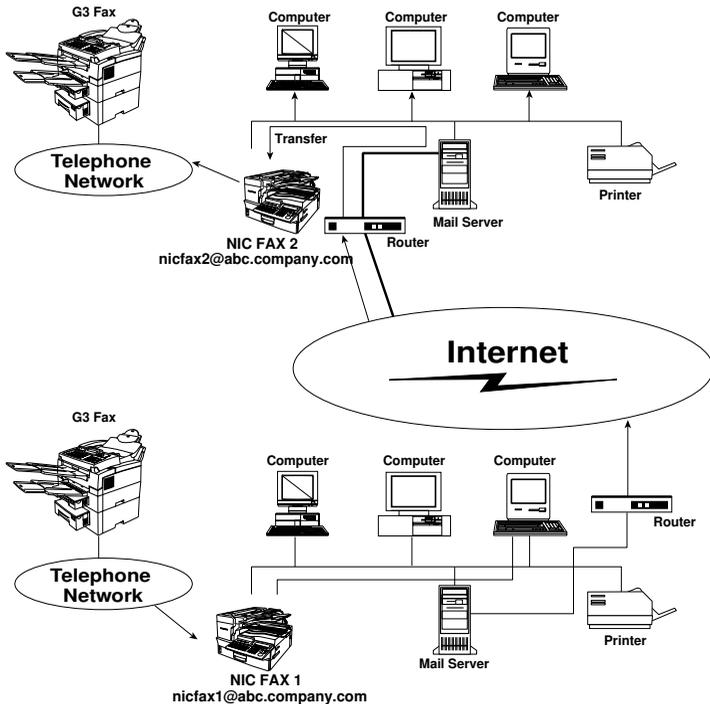
Transfer request transmission becomes even more effective when it is performed through multiple transfer stations.

Once a transfer station is assigned to a Group, specifying that Group as the end receiver causes a transfer request transmission to send the document to the assigned transfer station. The E-mail addresses and fax numbers assigned to the specified Group become end receivers.

Contact your local service representative for full details.

Note

- If a specified Group that is programmed as the end receiver is set for Multi-step Transfer at the transfer station, the transfer station passes on the document to the destination.



Routing of Received Faxes

SUB codes appended to incoming faxes sent from G3 machines are compared with Personal Box SUB codes registered on the NIC FAX. A matching code causes the fax to be routed to the destination assigned to the Personal Box.

Note

- You need to set up the Personal Box and Receiver beforehand. Please refer to the main fax manual for details.
- NIC FAX supports routing of faxes received from another NIC FAX or other types of fax machines.

Transfer of Received Faxes

SUB codes appended to incoming faxes sent from G3 machines are compared with Transfer Box SUB codes registered on the NIC FAX. A matching code causes the fax to be transferred to the destination assigned to the Transfer Box.

Note

- You need to set up the Transfer Box and Receiver beforehand. Please refer to the main fax manual for details.
- NIC FAX supports transfer of faxes received from another NIC FAX or other types of fax machines.
- The requesting party is not notified whether the transfer was successful or not.

Forwarding of Received Faxes

NIC FAX can decide whether to forward incoming fax messages based on the RTI or CSI of the sending fax machine. Messages are automatically forwarded to the memory forwarding destinations registered in the machine.

- See the main manual for details on forwarding of received faxes.

REPORTS AND LISTS

The formats of most reports and lists are identical to those output for the standard fax functions. This section describes only reports and lists that have different formats.

Note

- When you send a fax to an E-mail address, the field where the fax number normally appears in a standard fax report or list is replaced by the applicable E-mail address.

Transfer Result Report

When a transfer result request is sent by E-mail to a transfer station, this report is sent by E-mail to the transfer requester to inform it of the result of the transmissions as soon as they are all complete.

Note

- See page 42 for details on how to turn printing of header information on and off.

**** Mail INFORMATION ***** JUN.19.1999 11:26AM*****

From:nicfax@abc.company.com

Subject: Fax Message from "1234"("nicfax RTI")

***** TRANSFER RESULT REPORT (19.JUN.1999 11:26) *****

TRANSFER STATION nicfax@abc.company.com

TRANSFER REQUESTED TIME 1.23 11:25

ADDRESS(GROUP)	PAGE	RESULT
Mail : nicfax@ccc.company.com	1	--
G3 : 212-1234-45678	1	OK

[RESULT]

OK : All pages sent (fax transmission).

E : Error

-- : Internet fax sent to E-mail server registered for this machine. This does not indicate that the E-mail reached the final destination.

Error Mail Notification

NIC FAX sends this notification to a sender when it is unable to successfully receive a particular E-mail message. A “cc” of this notification is also sent to the administrator E-mail address when one is specified.

See page 41 for details on specifying the administrator E-mail address.

```
***** Mail INFORMATION ***** NOV.19.1999 11:26AM *****  
  
From: nicfax@abc.company.com  
Subject: Fax Message from "1234"("nicfax RTI")  
*****  
  
***** ERROR MAIL NOTIFICATION ( 19.NOV.1999 11:26) *****  
  
NOTIFICATION FROM nicfax@ abc.company.com  
  
CAUSE OF ERROR DECODE ERROR (INVALID FILE)  
  
PLEASE CONFIRM  
  
THANK YOU
```

Note

- NIC FAX also prints an Error Report when it sends an Error Mail Notification.
- See the main Operator’s Manual for details on error reports.

Error Report (Mail)

This report is printed on NIC FAX when it is unable to send an Error Mail Notification.

```
***** ERROR REPORT (Mail) ( NOV.19.1999 11:26AM) *****  
  
FILE TIME                ADDRESS                                TTI design  
*****  
0009 11:26AM            nicfax@ abc.company.com  
  
PLEASE SEND THIS REPORT TO THE ABOVE ADDRESS.  
  
CAUSE OF ERROR:        DECODE ERROR (INVALID FILE)
```

Server-generated Error E-mail from the Server

The transmitting server sends this error E-mail to the originator of E-mail that cannot be transmitted correctly due to an incorrect E-mail address or some other reason

**** Mail INFORMATION ***** NOV. 19. 1999 11:21AM *****

From: MAILER-DAEMON

Subject: Returned mail : User unknown

Received: from localhost (localhost) by aaa.company.com (8.6.11+2.4W/3.3W9-1.OS8Sun)

Date: Fri. 10 Nov 1999 11:25:15+0900

From: Mail Delivery Subsystem (MAILER-DAEMON)

Subject: Return mail: User unknown

Message-Id:(12345678.LAA12345@aaa.company.com)

To <nicfax@aaa.company.com >

The original message was received at Fri. 19 Nov 1999 11:25:02 +0900

From abc.company.com[192.168.15.16]

----- The following addresses had delivery problems -----

< icfax@bbb.company.com > (unrecoverable error)

----- Transcript of session as follows -----

... while talking to aaa.company.com:

>>> RCPT To: < nicfax@bbb.company.com > ... User unknown

<<< 550Action not taken. supported local user nicfax@ bbb.company.com does not exist.

550 < nicfax@bbb.company.com >... User unknown

-----Original message follows -----

Return-Path: nicfax@bbb.company.com

Received: from nicfax@bbb.company.com (abc.company.com [192.168.15.16] by are

Message-Id: (12345678.LAA12345@aaa.company.com)

Date: 19 Nov 1999 11: 20:21 +0900

X-Mailer: NICFAX Version 1.0

Content-Type: multipart/mixed; boundary="----- NICFAX_60678ADCFI -----"

To: nicfax@bbb.company.com

From: nicfax@ aaa.company.com

Subject: Fax Message from "1234"

(RTI RTI")

Example Printout of Server-generated Error Mail

Note

- After the server-generated error E-mail has been printed, the first page of the document is printed.

Journal

* * * JOURNAL (NOV.19. 1999 3:12PM) * * *								
								TTI ABC.COMPANY
<TRANSMISSION>								
DATE	TIME	ADDRESS	MODE	TIME	PAGE	RESULT	PERSONAL NAME	FILE
NOV.19.	10:19AM	New York Branch	G3EDM	0'41"	P.1	OK	design	0528
	11:45AM	PC--<LAN>-->	G3DM	0'05"	P.2	OK		0529
	1:46PM	nicfax1@abc.company.com	MailDM	0'45"	P.2	— —		0531
	2:47PM	nicfax2@abc.company.com	MailDM	0'15"	P.1	— —	001	0541
	2:48PM	nicfax3@abc.company.com	MailDM	2'22"	P.1	— —	111	0542
	3:08PM	nicfax4@abc.company.com	MailDM	0'15"	P.1	E		0562
<RECEPTION>								
DATE	TIME	ADDRESS	MODE	TIME	PAGE	RESULT	PERSONAL NAME	FILE
NOV.19.	9:37AM	New York Branch	G3ES	0'06"	P.1	OK	design	0527
	1:45PM	nicfax5@abc.company.com	MailSM	0'08"	P.1	OK		0530
	3:01PM	nicfax6@abc.company.com	MailSM	0'01"	P.1	E	001	0561
	3:09PM	nicfax7@abc.company.com	MailSM	0'02"	P.1	OK	111	0563
T X	006535			R X	000838			
# : BATCH		C : CONFIDENTIAL		\$: TRANSFER			P : POLLING	
M : MEMORY		L : SEND LATER		@ : FORWARDING			E : ECM	
S : STANDARD		D : DETAIL		F : FINE			> : REDUCTION	
!\$: REMOTE TRANSFER		B : FAX ON DEMAND		* : PC			% : PC DIRECT	
+ : ROUTING								

[DATE]

Date of communication.

[TIME]

Time communication started.

[ADDRESS]

In the case of E-mail transmission, this column shows the address that was input manually, or the name assigned to the Quick Dial or Speed Dial that was used.

In the case of E-mail reception, this column shows the address that was in the From field of the received E-mail.

In the case of communication with another fax, the contents of this column are identical to those of the standard fax journal.

[MODE]

Letter or symbol indicating the communication mode.

[TIME]

Elapsed time. **' **" is shown if the elapsed time exceeds 99 minutes 59 seconds.

[PAGE]

Number of pages. *** is shown if the number of pages exceeds 999.

[RESULT]

OK: All pages sent (fax transmission).

E : Error

-- : Internet fax sent to E-mail server registered for this machine. This does not indicate that the E-mail reached the final destination.

D : Power outage

[PERSONAL NAME]

Personal name or Personal Code for communication with Personal Code specified. The personal name is shown here when one is programmed.

[FILE]

File number (document control number)

Box List

* * * BOX LIST (NOV.19. 1999 3:21PM) * * *				
				TTI ABC.COMPANY
BOX NAME	QUICK KEY	MODE	SUB/SEP [SID/PWD]	PROGRAMMED RECEIVER
DESIGN	16	PERSONAL BOX	1234	05 ☎ :NEWYORK OFFICE
ABCD		INFORMATION BOX	2222 [4444]	
5678		TRANSFER BOX	5678	06 G3 :1234567

[BOX NAME]

Box name programmed on the machine

[QUICK KEY]

Quick Dial to which SUB Codes are assigned

[PROGRAMMED RECEIVER]

Routing destinations, when programmed

SIMPLE SCANNING OPERATION

You can use NIC FAX as a simplified network scanner by sending a document to your own E-mail address.

- For this operation you can select between standard resolution (200 × 100 dpi) and detail resolution (200 × 200 dpi).

1. Make sure that the **Memory Transmission** indicator is lit.

- If it isn't, press the **Memory/Immediate Transmission** key.

2. Place the document you want to scan face up into the feeder, and make any scan settings as required.

- Text is sent at Detail resolution (200 × 200 dpi), even if Fine (200 × 400 dpi) is selected.

3. Enter your mail address in one of the following ways:

- Press the User Function key (**F1-F5**) assigned the Mail Address function, then use the Quick Dial keys, number keys, [**Symbols**] key and [**A<->a**] key to input your address.

- If your address is stored in a Quick Dial, press that Quick Dial key, then go to step 5.

- If your address is stored in a Speed Dial, press the Speed Dial key then enter the code with the number keys, then go to step 5.

4. Press [**OK**].

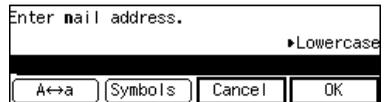
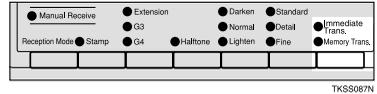
- This confirms the E-mail address and causes the **Mail** indicator to go out.

- This step is not necessary when specifying the E-mail address with a Quick Dial or Speed Dial.

5. Press **Start**.

- This starts reading of the document into memory. The E-mail send operation starts after the read operation is complete. The **Communicating** indicator is lit while a send operation is in progress.

- With a long message, it may take some time before the send operation starts. This is due to the time the machine requires to convert the data in memory.



USING A PC FAX APPLICATION

NIC FAX lets you send a fax of a document created on your computer using NIC FAX Com Redirector and a PC FAX application.

Note

- See the documentation that comes with your PC FAX application for details on how to install it.
- See Chapter 6 of this Operator's Guide for details about NIC FAX Com Redirector.
- NIC FAX can also receive simultaneous transmission requests from two different computers.

PC FAX Application

Be sure to use a PC FAX application that supports Class 2 AT commands, such as Microsoft FAX. Contact your sales or service representative for details on PC FAX applications that are compatible with NIC FAX.

Note

- A PC fax application cannot be used to receive a fax. Be sure to turn off its auto receive setting if it has one.
- For how to use NIC FAX Com Redirector, see page 110.

Sending a PC FAX

The following example shows how to send a PC FAX using Microsoft FAX. See the documentation that comes with Windows 95 for full details on Microsoft FAX.

1. On the **[Start]** menu, point to **[Programs]**, **[Accessories]**, and **[Fax]**, and then click **[Compose New Fax]**.
 - This displays a dialog box for creation of a new message.
2. Type in the number of the fax machine to which you want to send.
 - You can also specify the number by inputting a NIC FAX Quick Dial, Speed Dial, or Group Dial. If an E-mail address is assigned to the Quick Dial, Speed Dial, or Group Dial, the message is sent as E-mail.

Quick Dial

Input # followed by a two-digit Quick Dial Code. For Quick Dial code 12, input: #12.

Speed Dial

Input #* followed by a two-digit Speed Dial. For Speed Dial 23, input: #*23.

Group Dial

Input #** followed by a two-digit Group Dial Code. For Group Dial code 05, input: #**05.

Note

- Be sure to input a leading zero to change one-digit numbers into two-digit numbers. For example, input 5 as 05.
- When an optional Function Upgrade Card is installed, you must input three digits for Speed Dials. This means you must input two leading zeros to change one-digit numbers into three-digit numbers.
- Typing in 0000 for the fax number outputs to the NIC FAX you are sending from.

3. Follow the instructions that appear on the screen.

Note

- As with standard faxing from NIC FAX, TTI (Transmit Terminal Identification) information, addressee names assigned to the Quick Dial or Speed Dial, and personal name (destination name) are included with PC fax transmissions, except when sending to your own machine (fax number 0000).

Sending a PC FAX of a Document Created with a Word Processor or Other Application

1. On the **[File]** menu, click **[Print]**.
2. Select Microsoft FAX or the name of the PC fax application you are using as the printer name.
3. Follow the instructions that appear on the display.

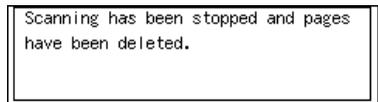
CANCELING TRANSMISSION OF AN INTERNET FAX

While the Document is Being Scanned In

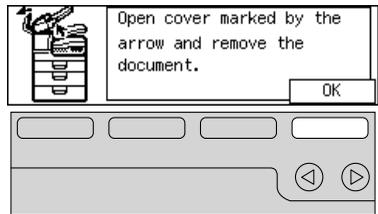
1. Press the **Stop** key.



The confirmation screen appears.



2. Press **[OK]**.
 - For how to clear document jams, refer to the main fax manual.

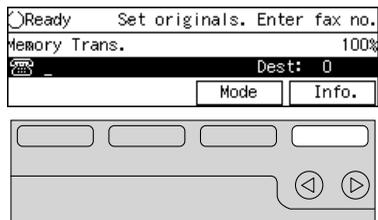


After the Document has been Scanned In

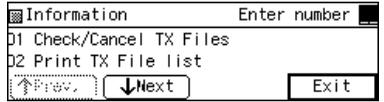
Note

- You cannot cancel transmission of a message after it has been sent. Messages not shown in the transmission list have been already sent.

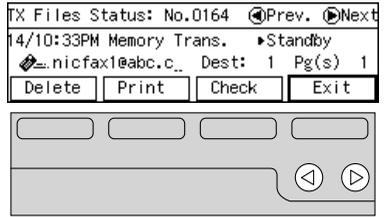
1. Press **[Info]**.



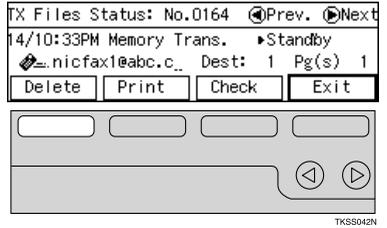
2. Enter the code for “Check/Cancel TX Files” with the number keys.



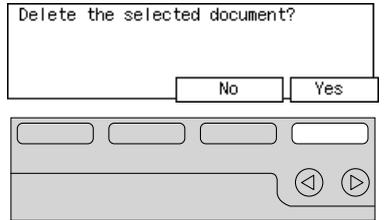
3. Use the left or right arrow keys to move through the list until the message you wish to delete appears.



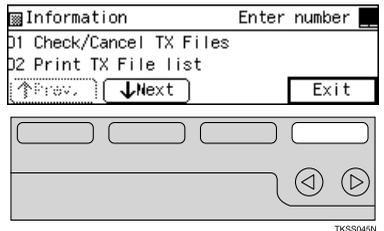
4. Press [Delete].



5. Press [Yes].



6. Press [Exit] to return to the standby mode.



REGISTERING E-MAIL ADDRESSES

QUICK DIALS

Once an E-mail address is assigned to a Quick Dial key, you can specify the address by simply pressing this key.

In addition, if label insertion is turned on, the name registered for this Quick Dial is printed automatically on the first page of the document.

Assigning an Auto Document to a Quick Dial key to which a destination is assigned appends the Auto Document to the fax being sent with the touch of a key. See page the main fax manual for details.

Note

- You can also make settings with NIC FAX Monitor. See page 90 for details.

To Register or Edit an E-mail Address in a Quick Dial

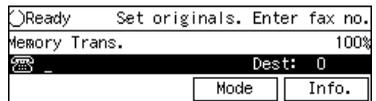
For each Quick Dial you can specify the following:

- Destination mail address and name
- Label insertion (on/off)

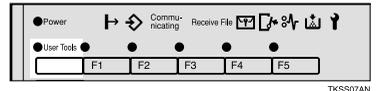
Note

- Before you carry out the procedure below, you need to register the Mail Address Input function in a User Function key (see page 44).

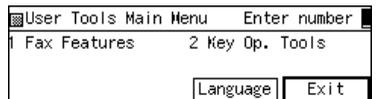
1. Make sure that the machine is in standby mode.
 - If the “Fax Features” or “Key Op. Tools” menu is shown, press the **User Tools** key. If any other screen is shown, press the **Clear Modes/Energy Saver** key.



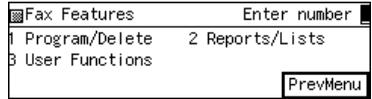
2. Press the **User Tools** key.



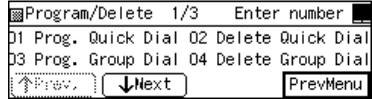
3. Enter the code for “Fax Features” with the number keys.



4. Enter the code for “Program/Delete” with the number keys.

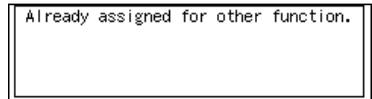
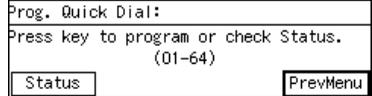


5. Enter the code for “Prog. Quick Dial” with the number keys.

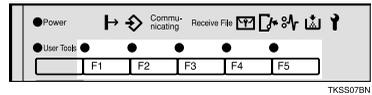


6. Press the Quick Dial key that you wish to register an E-mail address in.

- If a destination is already registered it will be displayed.
- To check currently registered destinations, press [**Status**].
- If this Quick Dial is being used for another purpose (e.g. a Group), the following display appears:

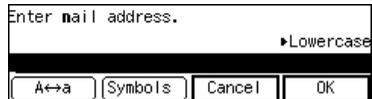


7. Press the User Function key (F1-F5) assigned with the E-mail Address Input function.

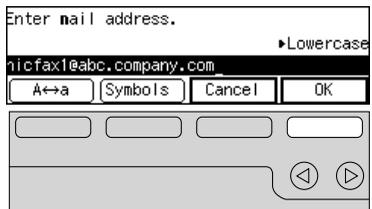


8. Enter the E-mail address.

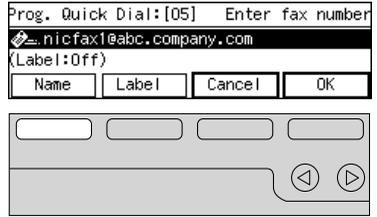
- You can enter the “@” character, periods, underline characters, and hyphens with the Quick Dial keys. Press [**Symbols**] when you wish to enter symbols. Use [**A↔a**] to shift between upper-case and lower-case characters.
- If you make a mistake, press the **Clear** key and try again.
- To edit an existing address, press the **Clear** key to delete it then enter then enter the new address.



9. Press [**OK**].



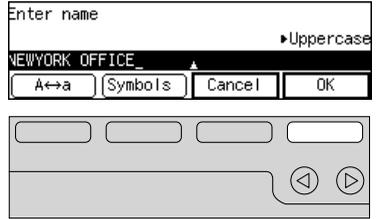
10. Press [**Name**].



TKSS042N

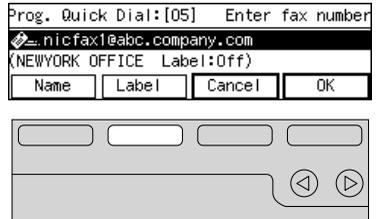
11. Enter a name for this address, then press [**OK**].

- For how to enter characters, refer to the main fax manual.
- To edit an existing name, press the **Clear** key to delete it then enter then enter the new name



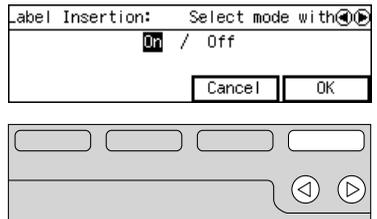
TKSS045N

12. Press [**Label**].



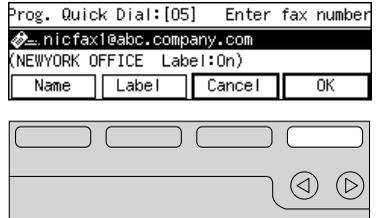
TKSS043N

13. Use the arrow keys to turn Label Insertion on or off, then press [**OK**].



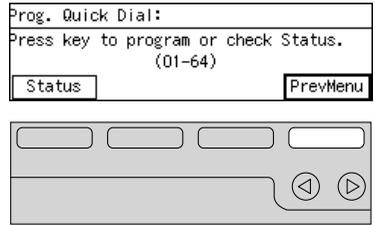
TKSS044N

14. Press [**OK**].



TKSS045N

- Press [**PrevMenu**] twice until the User Tools menu reappears.



TKSS045N

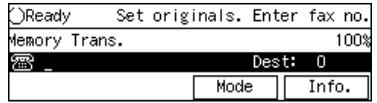
- Press [**PrevMenu**].
- Press [**Exit**].

To Send to an E-mail Address Registered in a Quick Dial

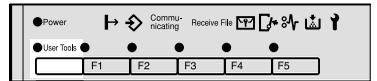
- Place your document face up into the feeder, and adjust any scan settings as required.
- Press the Quick Dial key in which the E-mail address is registered.
This causes the destination name or E-mail address to appear on the display.
- After checking that the destination is correct, press **Start**.

To Clear an E-mail Address Stored in a Quick Dial

- Make sure the initial display is shown.
 - If the “Fax Features” or “Key Op. Tools” menu is shown, press the **User Tools** key. If any other screen is shown, press the **Clear Modes/Energy Saver** key.



- Press the **User Tools** key.

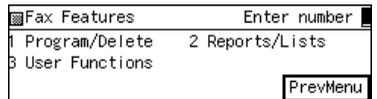


TKSS07AN

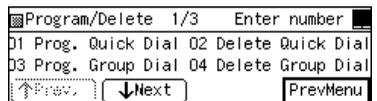
- Enter the code for “Fax Features” with the number keys.



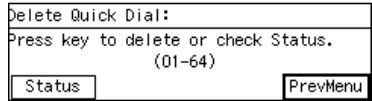
- Enter the code for “Program/Delete” with the number keys.



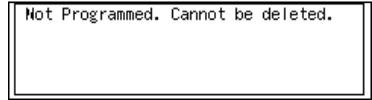
- Enter the code for “Delete Quick Dial” with the number keys.



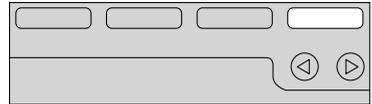
6. Press the Quick Dial key that you wish to clear.
 - To check currently registered destinations, press [**Status**].



- If this Quick Dial is not being used, the following display appears:

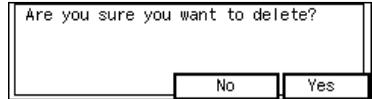


7. Press [**Yes**].
 - If you press [**No**], the Quick Dial will not be cleared and the display in step 6 will reappear.



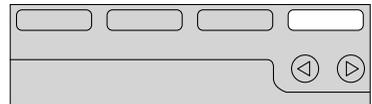
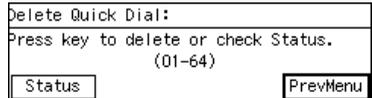
TKSS045N

8. Press [**Yes**] to clear the Quick Dial.
 - If you press [**No**], the Quick Dial will not be cleared and the display in step 6 will reappear.



TKSS045N

9. Press [**PrevMenu**] twice until the User Tools menu reappears.

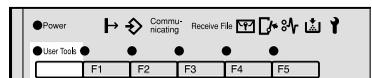


TKSS045N

10. Press [**PrevMenu**].
11. Press [**Exit**].

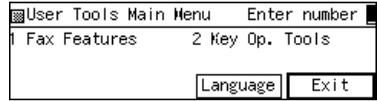
Checking the Contents of Quick Dials

1. Press the **User Tools** key.

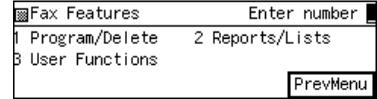


TKSS07AN

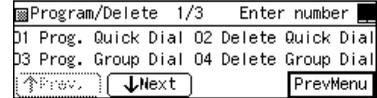
2. Enter the code for “Fax Features” with the number keys.



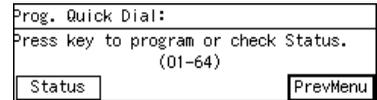
3. Enter the code for “Program/Delete” with the number keys.



4. Enter the code for “Prog. Quick Dial” with the number keys.

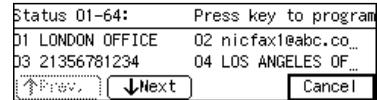


5. Press [**Status**].



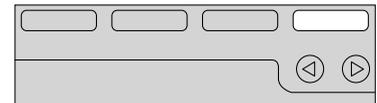
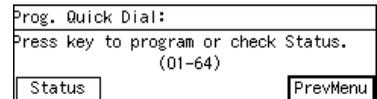
TKSS047N

6. Press [**Prev.**] or [**Next**] to scroll through the list. When you have finished checking, press [**Cancel**].



TKSS04DN

7. Press [**PrevMenu**] twice until the User Tools menu reappears.



TKSS045N

8. Press [**PrevMenu**].

9. Press **[Exit]**.



TKSS04EN

SPEED DIALS AND GROUP DIALS

Procedures similar to those above can be used to register E-mail addresses in Speed Dials and Groups. Refer to the main fax manual for details.

USER PARAMETERS

User Parameters appear on the display as a series of on/off switches that can be used to configure a number of features.

- When installation of options or functions requires other settings besides User Parameter settings, make the other settings first before making the User Parameter settings.
- Default settings when the machine is shipped are shown underlined.

Switches and Bits

- Each User Parameter switch represents a bit (digit) of an eight-bit binary number. Each bit is referred to by its relative position, with bit 0 on the far right and bit 7 on the far left. Each bit can be either 0 or 1, and the status of each function is determined by the value of the corresponding bit.

Switch: 0 0 : 0 1 0 0 0 0 0

• • • • •

7 6 5 4 3 2 1 Bit numbers

Note

- Refer to the main fax manual for details on making User Parameter settings and printing a list of the current settings.

Switch	Bit	Item	Settings	Page
14 LAN-PC FAX	2	Normal TTI printing	<u>0: Do not print</u> 1: Print	P.106
16	1,0	Leave messages on POP server after receiving them (some types of E-mail server may not support this mail only feature).	<u>00: No</u> 01: Save all 10: Save error Important If you choose "Save all" or "Save error", check your E-mail from a PC to remove messages from the server. If you do not delete all messages, previously printed messages may be printed again at the machine.	P.57
	3	If an error occurs during Mail Reception, whether to mail a notification to the sender.	<u>0: Yes</u> 1: No	P.63
	4	Whether to receive E-mail when the Night Timer is in effect.	<u>0: Yes</u> 1: No Important When Night Timer is in effect and the machine is set not to receive E-mail, do not register the Automatic Mail Reception function in a User Function key.	P.57

The following table shows User Parameter switches for NIC FAX mail.

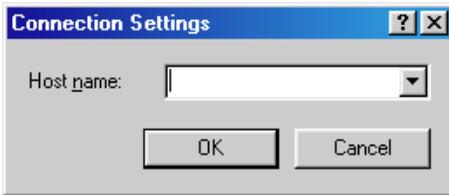
Switch	Bit	Item	Description
02	0	Forwarding mark printing	This setting specifies whether or not a forwarding mark should be appended to images of received mail that is forwarded or routed.
	1	Center mark printing	
	2	Reception time printing	
	3	TSI printing	Printing of the mail address in the From field of received mail.
	4	Checkered Mark printing	
06	0	Normal TTI printing	
	4	Batch transmission	Mail transmission does not support batch Transmission, but when this switch is turned on, the same mail can be batch sent to multiple destinations. When this switch is off, mail is sent to individual destinations.
10	0	Reverse order printing	
	1	Two in one	
	2	Image Rotation	

STARTING UP AND QUITTING NIC FAX Monitor

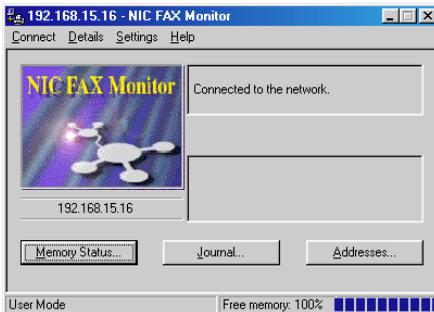
For a brief explanation of NIC FAX Monitor's features, see page 19.

Starting up NIC FAX Monitor

- The following procedure describes operation in User Mode.
- 1. Start up the computer on which NIC FAX Monitor is already installed.
- 2. On the [Start] menu, point to [Programs] and then [NIC FAX Application]. Next, click [NIC FAX Monitor].
- 3. Type the IP address or host name of NIC FAX into the [Host name] text box, and then click [OK].
 - Clicking the ▼ button displays a list of up to five previously connected IP addresses or host names.
 - Note that this dialog box does not appear if you have already specified an IP address or host name. Instead, NIC FAX Monitor automatically connects to the last NIC FAX to which it was connected.



- Contact your network administrator if you are unsure of the IP address or host name to input here.
4. After a few moments, the initial NIC FAX Monitor screen shown here appears.



- Activation of the computer's power save function can cause the connection with the NIC FAX to be broken.

Quitting NIC FAX Monitor

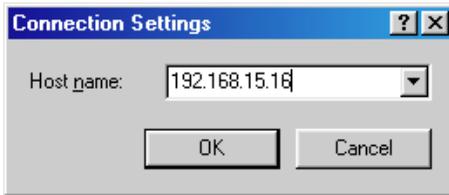
From the initial NIC FAX Monitor screen, click the [**Connect**] menu's [**Exit**] command.

- Perform the following procedure to restart NIC FAX Monitor. On the [**Start**] menu, point to [**Programs**] and then [**NIC FAX Application**]. Next, click [**NIC FAX Monitor**].

SPECIFYING THE TARGET FAX

Use the following procedure to switch between fax machines when there are more than one NIC FAX machines on the network.

1. From the initial NIC FAX Monitor screen, click the [**Connect**] menu's [**Connect to FAX**] command.
2. Type in the IP address or host name of the NIC FAX to which you want to connect, and then click [**OK**].
 - Clicking the ▼ button displays a list of up to five previously connected IP addresses or host names.



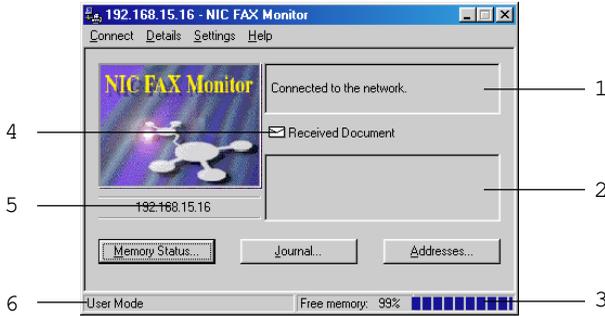
- You cannot use the NIC FAX Monitor application bundled with NIC FAX KIT TYPE 140 with OPTIONAL NIC FAX KIT.
- Screen dialogs may differ when connected to NIC FAX KIT TYPE 140. This manual explains dialogs when connected to OPTIONAL NIC FAX KIT.

Function	OPTIONAL NIC FAX KIT	NIC FAX KIT TYPE 140
Monitor Settings	Supported	Supported
Code Input	SUB/SEP (up to 20 chars)	Personal Codes (up to 4 chars)
DCX/TIFF Select	Not displayed	Displayed and supported
DNS Settings	Supported	Not displayed

NIC FAX Monitor INITIAL SCREEN

The initial screen shown below appears whenever you start up NIC FAX Monitor. It shows the NIC FAX that is currently selected, along with the status of a variety of different settings.

- ❑ Activation of the computer's power save function can cause the connection with NIC FAX to be broken.



1 Network connection status

This area shows the communication status while NIC FAX communication is in progress.

2 Error status message

See Troubleshooting on page 119 of this Operator's Manual for details on error status messages.

3 Fax machine memory status

Remaining memory is shown as a percent and bar graphic.

4 Received document

This indicator appears to indicate a received file (confidential reception, substitute reception, Memory Lock reception) in memory.

5 IP address or host name of connected NIC FAX

6 Current connection mode

CHANGING THE CONNECTION MODE

Use the following procedure to switch NIC FAX Monitor between its User Mode and Administrator Mode. When launched, NIC FAX Monitor starts in User Mode.

Changing from User Mode to Administrator Mode

1. From the initial NIC FAX Monitor screen, click the **[Connect]** menu's **[Administrator Mode]** command.
2. Type in the password.



3. Click **[OK]**.
 - When NIC FAX Monitor is connected to NIC FAX in Administrator mode, it is not possible to access the Key Operator Tools menu from the machine.
 - If the Key Operator Tools menu is already open from on NIC FAX, or another NIC FAX Monitor is accessing NIC FAX in Administrator mode, you cannot switch to Administrator mode.
 - Failure to perform any input for 10 minutes in Administrator mode causes a message to be displayed and NIC FAX Monitor to automatically return to User mode.
 - See page 43 for details about setting the Administrator mode password.

Changing from Administrator Mode to User Mode

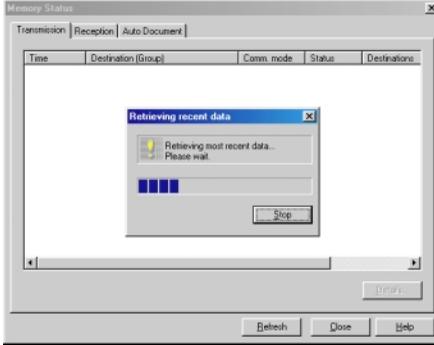
From the initial NIC FAX Monitor screen, click the **[Connect]** menu's **[User Mode]** command.

- In User Mode you can view current settings but not change them.

MEMORY STATUS

Use the following procedures to view NIC FAX memory status, as well as lists of sent documents, received documents, and Auto Documents.

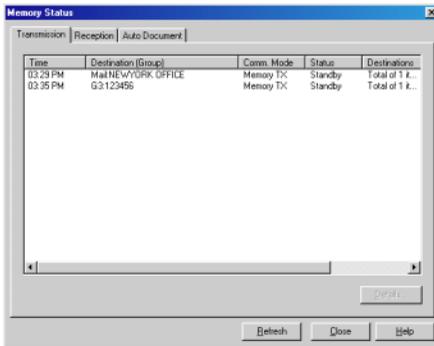
From the initial NIC FAX Monitor screen, click the [**Memory Status**] button.



- NIC FAX Monitor retrieves data from NIC FAX and displays it in the dialog box.
- Clicking the [**Refresh**] button at the bottom of the dialog box retrieves the latest data from NIC FAX and updates the data in the dialog box.

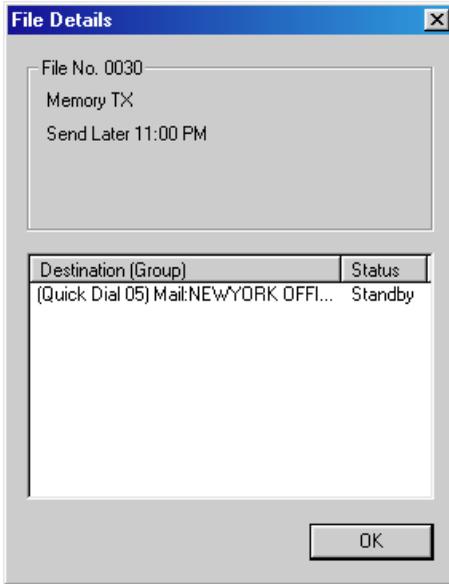
Viewing Files Awaiting Transmission

1. Click the [**Transmission**] tab.



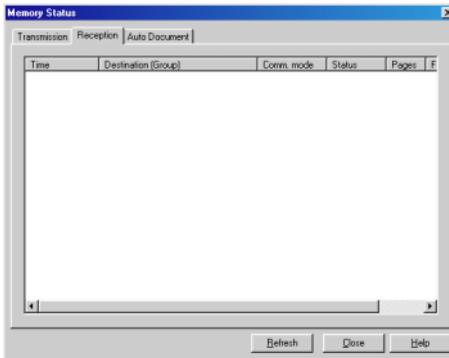
- Clicking any of the column names at the top of the data sorts the files in the list accordingly.
- Up to 100 files can be shown at one time.
- The [**Pages**] column of the [**Transmission**] tab shows the number of pages.

- To view the details of a particular file, click on its name and then click the **[Details]** button.



Viewing Files That Have Been Received Into Fax Memory

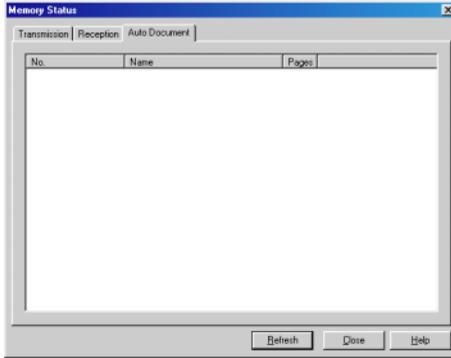
- Click the **[Reception]** tab.



- This tab shows all the received files in memory.
- Clicking any of the column names at the top of the data sorts the files in the list accordingly.

Viewing Auto Documents

1. Click the [**Auto Document**] tab.

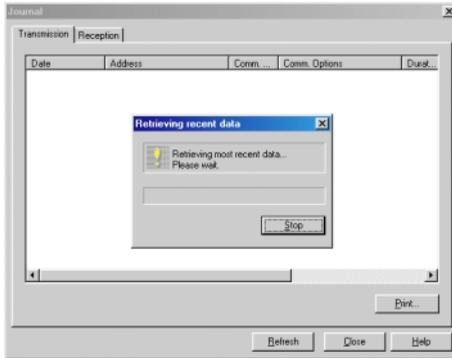


- This tab shows all the Auto Document files in memory.
- See page the main fax manual for details about Auto Documents.

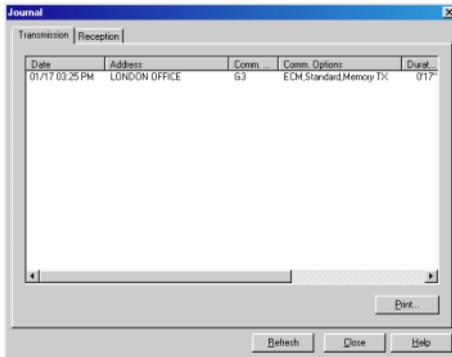
JOURNALS (TRANSMISSION AND RECEPTION)

Viewing the Transmission and Reception Journals

1. From the initial NIC FAX Monitor screen, click the **[Journal]** button.



- NIC FAX Monitor gets the most recent data from NIC FAX it in the dialog box.
2. Click the **[Transmission]** or **[Reception]** tabs to view the applicable data. To get a print-out, click on **[Print]**.



Note

- You can change the number of entries that is shown in the Journal with the Refresh Last setting in Monitor Settings dialog box.
- Clicking any of the column names at the top of the data sorts the files in the journal according to the data whose column name you clicked.

ADDRESS BOOK (QUICK DIAL, SPEED DIAL, GROUP DIAL)

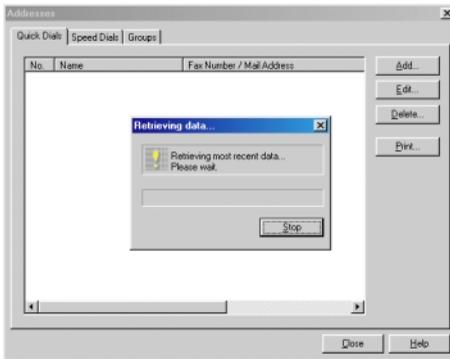
You can use the Address Book to add Quick Dials, Speed Dials, and Group Dials to NIC FAX memory. Note that this operation must be performed in the NIC FAX Monitor Administrator Mode.

- You cannot edit or delete Quick Dials from NIC FAX Monitor. Please do this from the NIC FAX operation panel.
- E-mail addresses and fax numbers you store in Quick Dials can be accessed with a single keypress from the NIC FAX operation panel when specifying destinations.

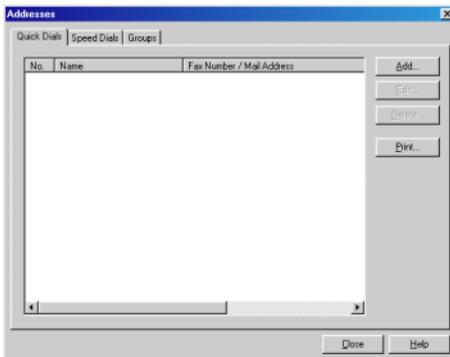
Adding a New Quick Dial

- The Quick Dial number corresponds to the number of the Quick Dial key on the NIC FAX operation panel.

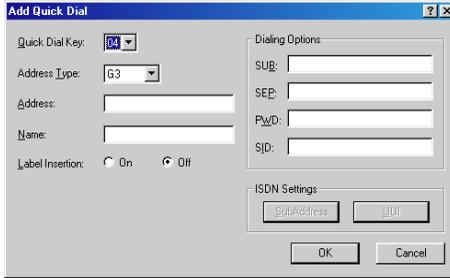
1. From the initial screen in Administrator Mode, click the [**Addresses**] button.



2. Click the [**Quick Dial**] tab.



3. Click the **[Add]** button.



4. Click the ▼ button to the right of the **[Quick Dial Key]** text box, and select a number from the list that appears.
- Currently unused Quick Dial numbers only are shown in the list. The list can show up to 64 numbers.
5. Click the ▼ button to the right of the **[Address Type]** text box, and select the address type from the list that appears.
- Available standard address types: Mail, G3
 - When the appropriate options are installed, you can also select G4, I-G3, G3-2 and PABX.
 - If you specify a fax number or PABX, you can also specify dial options.
6. Type the destination mail address or fax number into the **[Address]** text box.
- When entering the telephone number for G4 and I-G3, click **[SubAddress]** to enter a “/” symbol and **[UUI]** to enter a “T”.
- E.g. 0312341234/1234T#123456
- However, if you click UUI first, you cannot enter the sub-address.
7. Type the name of the destination into the **[Name]** text box.
8. Click on the appropriate radio button to turn **[Label Insertion]** on or off.
- Turning label insertion on automatically inserts and sends the destination name you specify in step 7.
9. Click **[OK]** after you are finished making the settings you want.
- In the case of a confidential transmission or polling transmission, type in the dialing options described below before you click **[OK]**.

Dialing with the Dial Option Key

The four dial option settings on the right side of the dialog box become enabled when G3, G4, I-G3, G3-2 or PABX is selected for [**Address Type**]. These options can be used for confidential transmission and polling reception from a fax machine that is equipped with these functions.

■ SUB

Type in the SUB (confidential ID number) when the destination you are adding requires one for confidential transmission. When the destination is a NIC FAX, this can be used as a routing address specification, but note that confidential transmission is not available for a routed document.

■ SEP

Type in the SEP (polling ID number) used by the destination for receiving faxes by polling.

■ PWD

Type in the PWD (polling password) for receiving faxes by polling in combination with SEP above. This setting is not required when the other machine is a NIC FAX.

■ SID

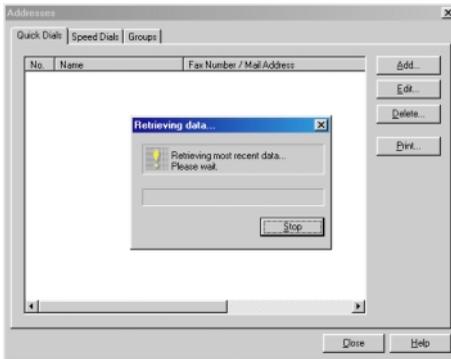
Type in the SID (confidential password) for confidential transmission in combination with the SUB code above. This setting is not required when your machine is a NIC FAX.

Note

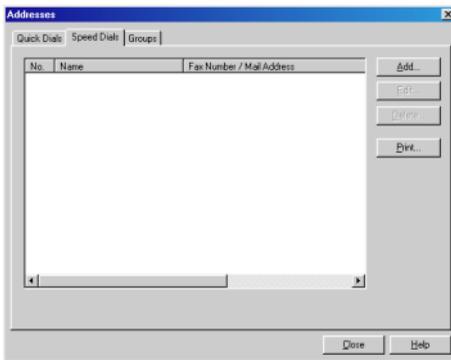
- The above items may be up to 20 characters long and contain digits 0-9, pound signs (#), asterisks (*) and spaces.

Adding a New Speed Dial

- You cannot edit or delete Speed Dials from NIC FAX Monitor. Please do this from the NIC FAX operation panel.
 - E-mail addresses and fax numbers you store in Speed Dials can be accessed by pressing the Speed Dial key and entering a code on the NIC FAX operation panel.
1. From the initial screen in Administrator Mode, click the [**Addresses**] button.

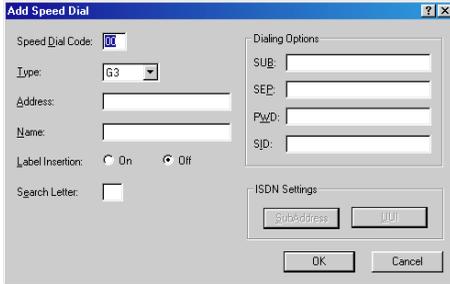


2. Click the [**Speed Dials**] tab.



3. Click the ▼ button next to the [**Display Range**] text box and select the range of Speed Dials you want to display.
 - Clicking ▼ displays a list of 10 different ranges for Speed Dials 000 through 999.
 - Speed dials 100 through 999 are available when the optional Function Upgrade Card is installed.
 - An error occurs when the Speed Dial you specify in the next step is not within the range you specify here. This means that if you plan to specify Speed Dial 100, you should select the range [**100-199**] here.

4. Click the **[Add]** button.



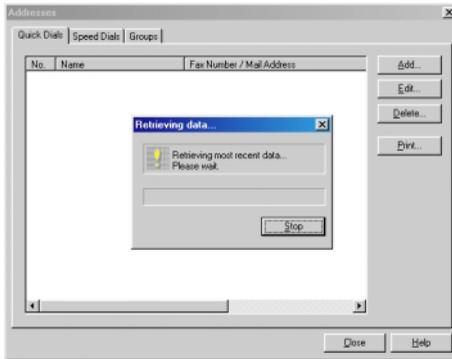
- The **[Add]** button is dimmed if all the Speed Dials are already used.
- 5. Type the number of the Speed Dial you want to add into the **[Speed Dial Code]** text box.
 - Specify a number from 000 to 099 with the normal configuration. When the optional Function Upgrade Card is installed, you can specify a number from 000 to 999.
- 6. Click the ▼ button to the right of the **[Type]** text box, and select the number type from the list that appears.
 - Available standard address types: Mail, G3
 - When the appropriate options are installed, you can also select G4, I-G3, G3-2 and PABX.
 - If you specify a fax number or PABX, you can also specify dial options.
- 7. Type the destination mail address or fax number into the **[Address]** text box.
 - When entering the telephone number for G4 and I-G3, click **[SubAddress]** to enter a “/” symbol and **[UUI]** to enter a “T”.

E.g. 0312341234/1234T#123456

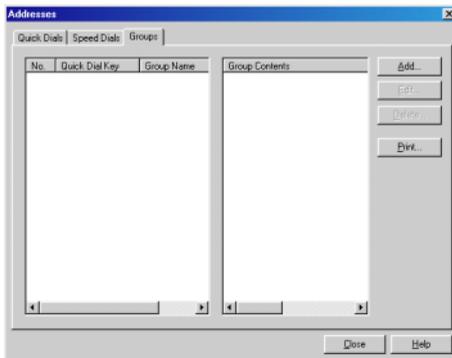
However, if you click UUI first, you cannot enter the sub-address.
- 8. Type the name of the destination into the **[Name]** text box.
- 9. Click on a radio button to turn **[Label Insertion]** on or off.
 - Turning Label Insertion on automatically inserts and overlays the destination name you specified in step 7 onto messages you send.
- 10. Type one character into the **[Search Letter]** text box.
 - This character is used by the NIC FAX telephone directory for destination searches.
 - You can specify any alphabetic character as the search character.
- 11. Click **[OK]** after you are finished making the settings you want.
 - In the case of a confidential transmission or polling transmission, type in the dial options described below before you click **[OK]**. See page 92 of this Operator’s Manual for details on how to input Dial Options.

Adding a New Group Dial

- ❑ You cannot edit or delete Groups from NIC FAX Monitor. Please do this from the NIC FAX operation panel.
1. From the initial screen in Administrator Mode, click the [**Addresses**] button.

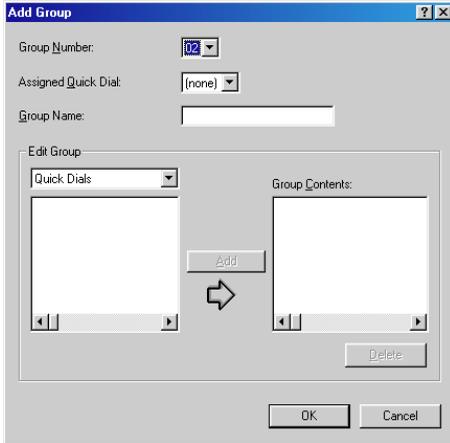


2. Click the [**Groups**] tab.



- ❑ NIC FAX Monitor will start acquiring the most recent data from NIC FAX.
- ❑ See the main fax manual for full details on the contents of the Group Dial List.

3. Click the **[Add]** button.



- The **[Add]** button is dimmed if all the Group Dials are already used.
4. Click the ▼ button to the right of the **[Group Number]** text box, and select a number from the list that appears.
 - Currently unused Group Dial numbers only are shown in the list.
 - You can program up to 9 Groups with the normal configuration. When the optional Function Upgrade Card is installed, you can specify up to 30 Groups.
 5. Click the ▼ button to the right of the **[Assigned Quick Dial]** text box, and select the setting you want from the list of options that appears.
 - If you don't want to assign the group to a Quick Dial key, select **[none]**. To assign the group to a Quick Dial key, select the key's number from the list.
 6. Type up to 20 characters for the name you want to give the group into the **[Group Name]** text box. Add destination addresses to this Group.
 7. Add destination addresses to this Group.
 - You can add or delete destinations, or add destinations assigned to Quick Dials and Speed Dials.
 - To add a destination assigned to a Quick Dial or Speed Dial, select either **[Quick Dials]** or **[Speed Dials]** from the drop-down list on the right, click on the item you want to add in the list below, and then click the **[Add]** button.
 - To delete a destination, click on it in the list on the left, and then click the **[Delete]** button.
 8. Click **[OK]** after you are finished making the settings you want.

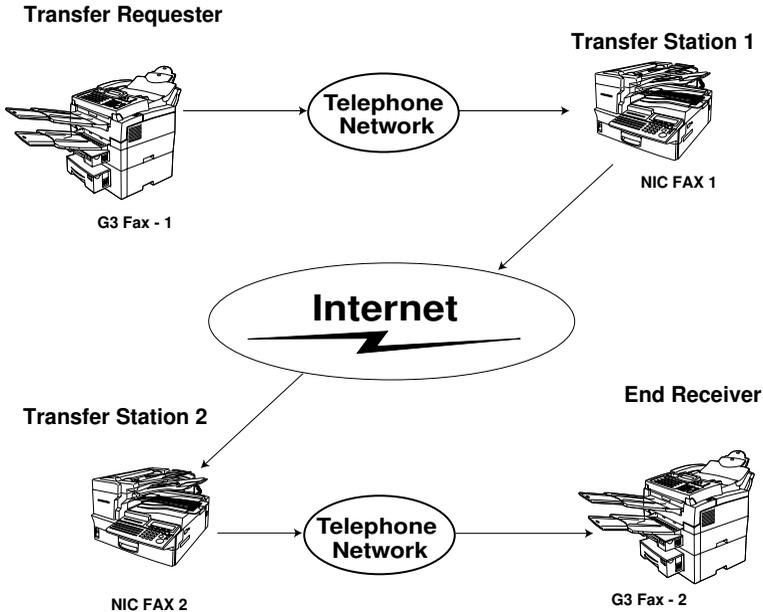
Note

- ❑ You can program up to 250 destinations, including Quick Dials, Speed Dials, and destinations input individually with the number keys. With NIC FAX Monitor, however, you cannot use the number keys to input a destination.
- ❑ The total number of destinations that can be programmed for all Groups is 264: 64 Quick Dials, 100 Speed dials, and 100 destinations entered with the number keys. When the optional Function Upgrade Card is installed, the number of Speed Dials is increased by 1,000, for a total of 2,064 destinations.

ADDING MULTI-STEP TRANSFER GROUPS

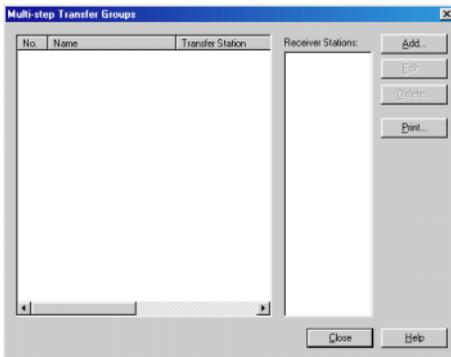
You can use NIC FAX Monitor to add Multi-Step Transfer Groups, transfer stations, and end receivers. Note that this operation must be performed in NIC FAX Monitor Administrator Mode.

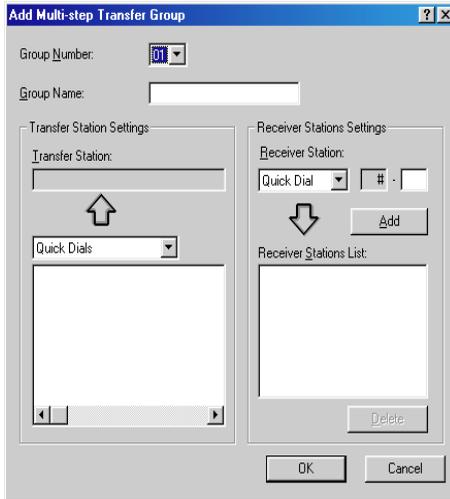
- Contact your service representative for details.



- You cannot edit or delete Multi-step Transfer Groups from NIC FAX Monitor. Please do this from the NIC FAX operation panel.

1. Switch NIC FAX Monitor to Administrator mode. Then from the [Details] menu, click the [Multi-step Transfer Groups] command.



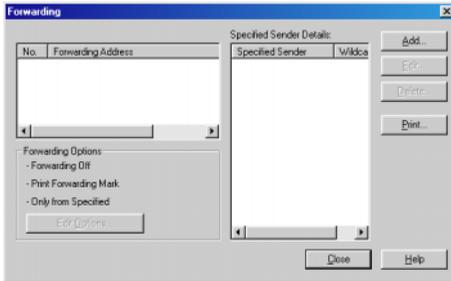
2. Click **[Add]**.

- The **[Add]** button is dimmed if all the Multi-Step Transfer Groups are already used.
3. Click the ▼ button to the right of the **[Group Number]** selector, and select a number from the list that appears.
 - Currently unused Multi-Step Transfer Group numbers only are shown in the list.
 - You cannot select a number that is already used.
 4. Type up to 20 characters for the name you want to assign to the Multi-Step Transfer Group into the **[Group Name]** text box.
 5. Make the Transfer Station Settings you want.
 - These are settings for the transfer requester fax machine. The destination can be specified from those assigned to Quick Dials or Speed Dials.
 - The specified fax becomes the transfer station, which sends the document to each of the fax machines specified as end receivers.
 6. Make the End Receiver settings you want.
 - These settings are made in accordance with the Transfer Station's Quick Dials, Speed Dials, and Group Dials, so information about these dials are required before these settings can be made.
 - To make this setting, select Quick Dial, Speed Dial, or Group Dial, and then input the number you want to set.
 7. Click **[Add]**.
 8. Click **[OK]** after you are finished making the settings you want.

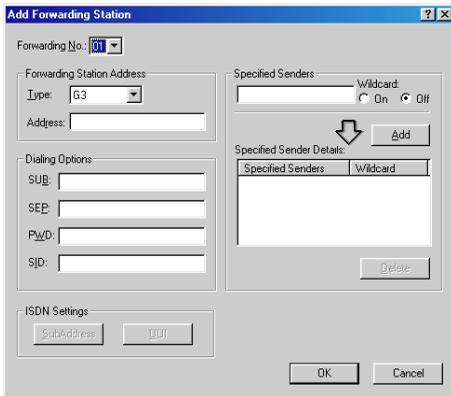
ADDING FORWARDING STATION ADDRESSES

You can use NIC FAX Monitor to add forwarding station addresses. Note that this operation must be performed in the NIC FAX Monitor Administrator mode.

- You cannot edit or delete forwarding station addresses from NIC FAX Monitor. Please do this from the NIC FAX operation panel.
1. Make sure NIC FAX Monitor is in Administrator mode (see page 85).
 2. On the **[Details]** menu, click **[Forwarding]**.



3. Click the **[Add]** button.



4. Click the ▼ button to the right of the **[Forwarding No.]** selector, and select a number from the list that appears.
 - Currently unused forwarding station address numbers only are shown in the list.
5. Click the ▼ button to the right of the **[Type]** selector, and select the number type from the list that appears.
 - You can specify either a fax number or an E-mail address. For fax numbers, you can also set the dial options in the lower left of the dialog box.

6. Type in the fax number or E-mail address into the **[Address]** text box.
 - You can input up to 254 characters, including dial options, for a fax number. Each character can be a number (0 to 9), pound sign (#), asterisk (*), or hyphen (-).
 - You can input up to 127 alphabetic characters for a mail address.
 - When entering the telephone number for G4 and I-G3, click **[SubAddress]** to enter a “/” symbol and **[UUI]** to enter a “T”.

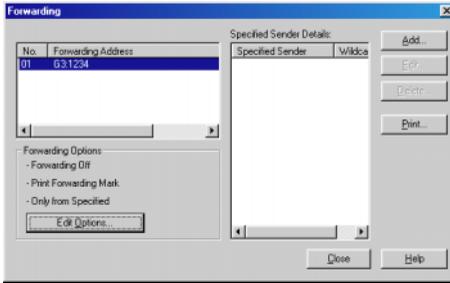
E.g. 0312341234/1234T#123456

However, if you click UUI first, you cannot enter the sub-address.
7. If necessary, specify the dial options (see page 92).
8. Add any destinations you want to use as specified senders.
 - Program specified senders when you want to forward only faxes from specified senders or perform other operations only for messages from certain senders.
 - Type in the RTI or CSI of the specified sender. To delete a specified sender, click on its name to select it and then click the **[Delete]** button. After deletion is complete, click **[OK]** and jump to step 10.
 - You can program 10 specified senders for every forwarding station address up to combined maximum of 30 specified for all forwarding stations. When the optional Function Upgrade Card is installed, the combined maximum increases to 50.
 - The **[Add]** button is dimmed if no more specified senders can be added.
9. Turn Wildcards on or off. Then click **[Add]**.
 - Turning on Wildcards causes all faxes that contain the specified user name in the RTI or CSI to be forwarded.
10. Click **[OK]** after you are finished making the settings you want.
 - The **[Specified Sender Details]** list shows specified sender names, and whether wild cards are on or off.

EDITING FORWARDING SETTINGS

Use the procedure below to edit forwarding settings.

1. Enter Administrator Mode (see page 85).
2. On the **[Details]** menu, click **[Forwarding]**.



3. Click the **[Edit Options]** button.



4. Click on a radio button to turn forwarding on or off.
 - Forwarding should be turned on after the forwarding station and specified senders are programmed.
5. Click on a radio button to select the forwarding Message.
 - This setting specifies whether only documents received from specified senders or documents received from senders other than specified senders should be forwarded.
6. Click on the checkbox to turn forwarding mark printing on (checked) or off (unchecked).
 - This setting determines whether or not forwarding marks are printed on faxes when they are forwarded. The forwarding mark helps to distinguish forwarded faxes from standard faxes.
7. Click **[OK]** after you are finished making the settings you want.

ADDING BOXES

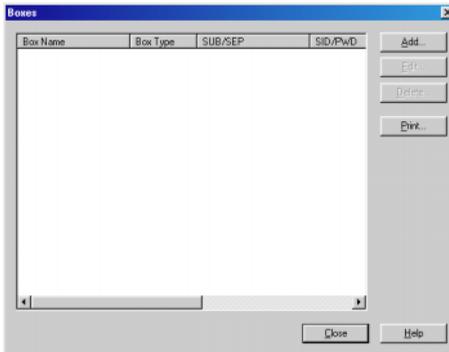
You can use NIC FAX Monitor to add the following types of boxes:

- Personal Boxes
- Information Boxes
- Transfer Boxes

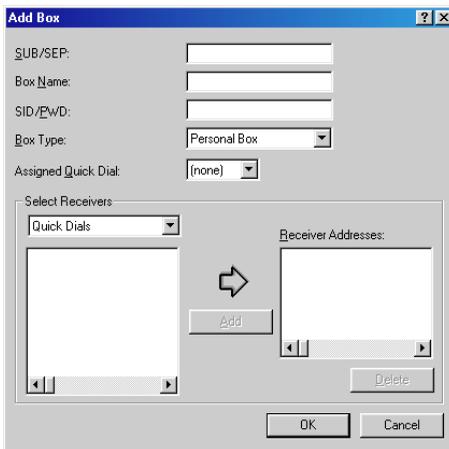
Note that you cannot edit or delete boxes from NIC FAX Monitor. Please do this from the NIC FAX operation panel.

For how to enter SUB/SEP codes when sending messages, please refer to the main fax manual.

1. Enter Administrator mode (see page 85).
2. On the [Details] menu, click [Boxes].



3. Click the [Add] button.



4. Type a SUB/SEP code into the **[SUB/SEP]** text box.
 - SUB/SEP codes can be up to 20 characters long be composed of digits 0-9, pound signs (#), asterisks (*) and spaces (the first character cannot be a space).
5. Type up to 20 characters for the name you want to give the SUB/SEP code into the **[Box Name]** text box.
6. If you wish, enter a password.
7. Select the box type.
8. If you selected Personal Box in the previous step, you can assign it to a Quick Dial key. Select the number of the Quick Dial key from the list.
9. Select the delivery address. Choose Quick Dials, Speed Dials or Groups from the list. The selected destinations are shown on the left. Choose a fax number or an E-mail address.
 - You can store a single routing address in a Personal Box, and up to five end receivers in a Transfer Box.
 - Specify the destination (E-mail address) to which incoming messages with a SUB/SEP code attached are automatically forwarded. You can choose from Quick Dials or Speed Dials with E-mail addresses or fax number stored in them when specifying routing addresses. When specifying end receivers, you can also choose Groups.
 - If you have registered routing addresses and end receivers, when an incoming message with a SUB code sent by a machine that supports the SUB feature is received, it is delivered or transferred to the specified address.
10. Click **[OK]**.

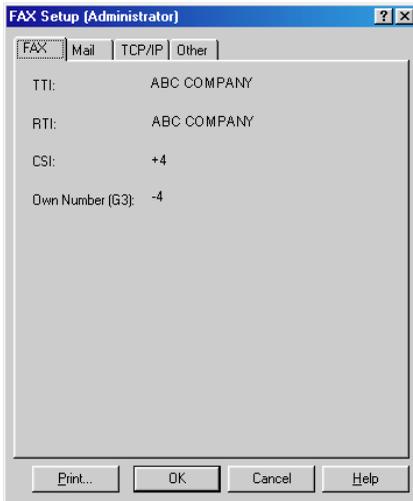
CHECKING BOXES

1. Make sure NIC FAX Monitor is in Administrator mode (see page 85).
2. From the **[Details]** menu, choose **[Boxes]**.
3. When you have finished click **[Close]**.

VIEWING FAX INFORMATION

You can use NIC FAX Monitor to view these settings only. To edit them, please use the NIC FAX operation panel.

1. Enter User Mode or Administrator Mode (see page 85).
2. From the initial NIC FAX Monitor screen, click [**FAX Setup (Administrator)**] from the [**Settings**] Menu.
 - This displays the [**FAX Setup (Administrator)**] dialog box.
3. Click the [**Fax**] tab.



4. After you are finished, click [**OK**].

■ TTI

The Transmitter Terminal Identification is a pre-programmed name that is printed on the pages of the sender's document. The TTI is best used for the company name, branch name, etc.

■ RTI

The Receive Terminal Identification is data that is sent between machines during send and receive operations. This data appears on the display of the machine being communicated with and is printed in reports.

■ CSI

The Called Station Identification is data that is sent between machines during send and receive operations. This data appears on the display of the machine being communicated with and is printed in reports. The CSI is sent and received even when the other party is not a fax machine.

The normal format for the CSI is: country code, local area code, number.

■ Own Number (G3)

This is the number that is called to connect with the fax machine.

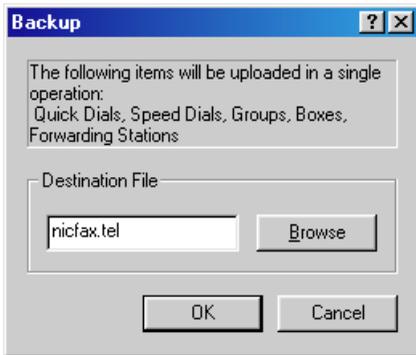
BACKING UP AND RESTORING MEMORY DATA

Backing Up Memory Data

Making a backup file of memory data provides an easy way to restore normal operation should data be accidentally corrupted or deleted. The following is a list of data that is backed up by the procedure described below.

- Quick Dials
- Speed Dials
- Group Dials
- Multi-step Transfer
- Boxes
- Forwarding Stations

1. In Administrator Mode, execute the **[Settings]** menu's **[Backup]** command to open the backup dialog box.
2. After confirming the name of the backup file, click **[OK]** to save the data.

**Note**

- You cannot open a backup file on your computer.

Restoring Memory Data

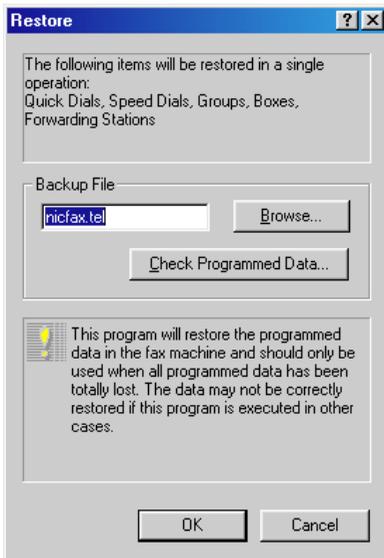
Use the procedure below to import data from a backup file and restore NIC FAX to the settings based on the backup file data.

Before you perform the restore operation, you must first ensure that all Quick Dial, Speed Dial, Group Dial, Personal Codes, and Forwarding Station data has been cleared from NIC FAX memory. You can check if any of this data is in memory by printing reports.

Note

- Restore is intended for use to recover from a hardware malfunction. Restoring data for any other reason can cause communication problems.
- Restore can be used only when there is no dialing data stored in memory. Check that there is no data in memory before trying to restore data.
- Contact your service representative before performing the restore operation.
- Backup files have a “tel” extension.
- You can only restore using files generated by OPTIONAL NIC FAX KIT. Files Generated by NIC FAX KIT TYPE 140 are incompatible.

1. In Administrator Mode, execute the **[Settings]** menu's **[Restore]** command to open the restore dialog box.
2. After confirming the name of the backup file your want to restore, click **[OK]**.



Note

- Clicking Check Program Data displays a dialog box that lets you view data currently stored in memory.

USING ONLINE HELP

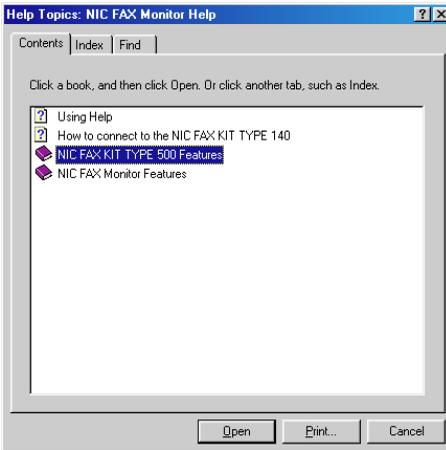
Online help gives you instant access to useful information about NIC FAX Monitor on your computer screen.

From the initial NIC FAX Monitor screen, click the [**Help**] menu's [**Help Topics**] command to display the help dialog box.

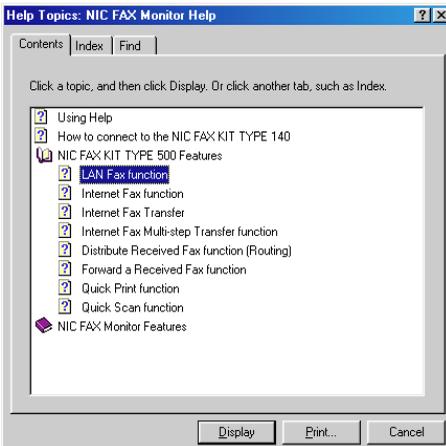
Using Index Search

Use the following procedure to search for a help topic from the index.

1. In the [**Help Topics: NIC FAX Monitor Help**] dialog box, click the [**Contents**] tab.
2. Click on a <book> icon to select it, and then click the [**Open**] button.



3. Click on the topic about which you want more information, and then click the [**Display**] button.

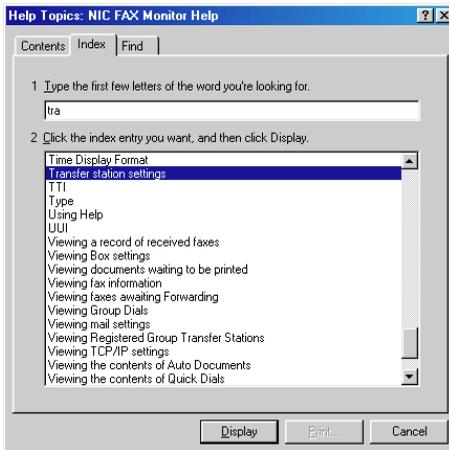


- If your computer is connected to a printer, you can print the currently displayed help screen by clicking the [**Print**] button.

Using Keyword Search

Use the following procedure to search for a help topic by keyword.

1. In the [**Help Topics: NIC FAX Monitor Help**] dialog box, click the [**Index**] tab.
2. Input a number of characters for the topic for which you want to search and then click the [**Display**] button. You can also scroll through the list to find the topic you want, click on it, and then click the [**Display**] button.



Displaying Version Information

1. On the [**Help**] menu, click [**About**] to display a dialog box that shows version information about NIC FAX Monitor.



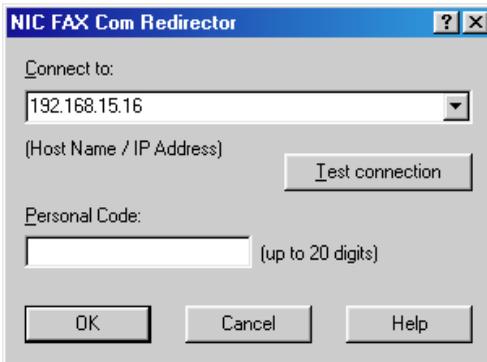
2. Click [**OK**] to close the dialog box.

NIC FAX Com Redirector

STARTING UP AND QUITTING NIC FAX Com Redirector

Starting Up NIC FAX Com Redirector

1. Turn on your computer and start up Windows.
 - This automatically launches NIC FAX Com Redirector and displays its icon in the Task Bar.
 - Double-clicking the NIC FAX Com Redirector icon displays the setup screen, which shows the host and Personal Code you programmed when installing the NIC FAX applications (step 1 on page 37 of this Operator's Manual).
2. Click [**Test Connection**] to check the fax connection.



3. The dialog box shown below appears when a fax machine is connected to the computer (an error occurs when no fax machine is connected). Click [**OK**] to close this dialog box.



- An NIC FAX Com Redirector icon is in the Task Bar while NIC FAX Com Redirector is running. This icon changes form as shown in the table below to keep you informed of the communication status.

Icon	Status
	Normal communication enabled. Standing by connection.
	Fax is performing a communication operation.
	Fax communication is disabled. Check settings and setup.

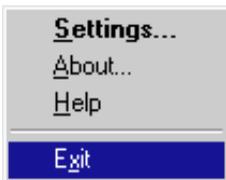
Quitting NIC FAX Com Redirector

1. Right click the [**NIC FAX Com Redirector**] on the Task Bar.

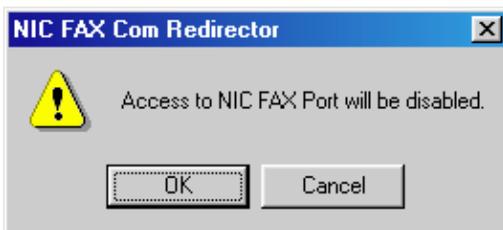
This opens a menu.

2. On the menu, click [**Exit**].

If the NIC FAX Com Redirector dialog is open or fax communication is in progress, you cannot choose [Exit].



3. Click [**OK**].



- This exits NIC FAX Com Redirector and clears its icon from the Task Bar.
- The PC fax function is disabled when NIC FAX Com Redirector is not running.

Displaying Version Information

1. Right click the [**NIC FAX Com Redirector**] on the Task Bar.

This opens a menu.

2. On the menu, click [**About**] to display a dialog box that shows version information about NIC FAX Com Redirector.

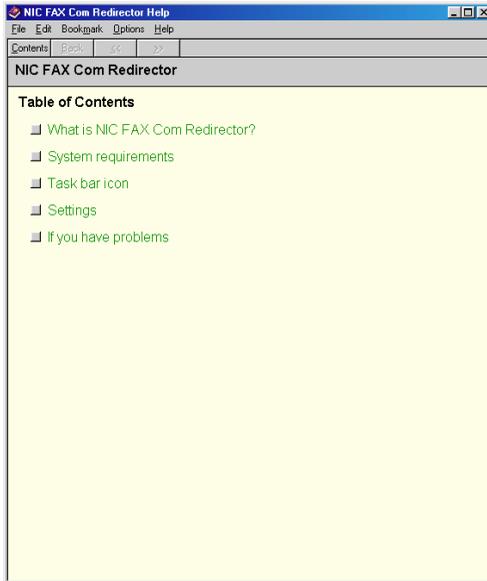


3. Click [**OK**] to close the dialog box.

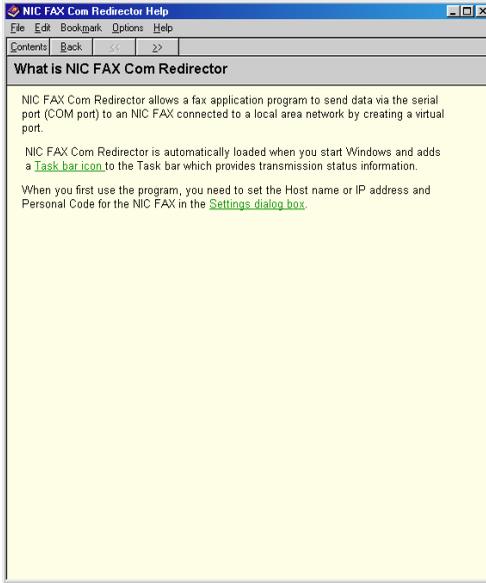
USING ONLINE HELP

Online help gives you instant access to useful information about NIC FAX Com Redirector on your computer screen.

1. From the initial NIC FAX Com Redirector setting screen (page 110), click the **[Help]** button, or right click the NIC FAX Com Redirector task bar icon and then click **[Help]** on the menu that appears.
 - This displays the online help window. You can find the information you want using index search or keyword search.



Help window shown when the **[Help]** button is clicked on the initial NIC FAX Com Redirector screen.

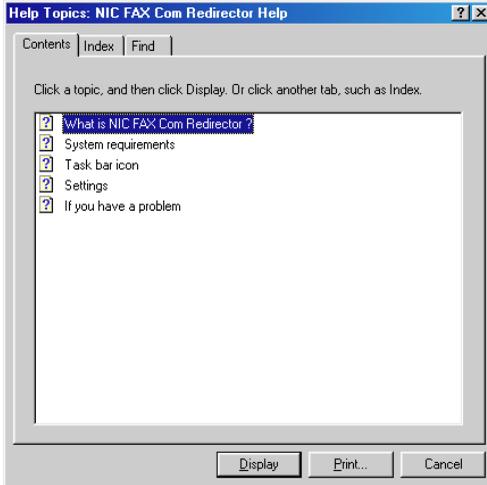


Help window when the **[Help]** button is clicked on the NIC FAX Com Redirector task bar icon.

- Clicking red or green underlined text displays the corresponding help text.

Using Index Search

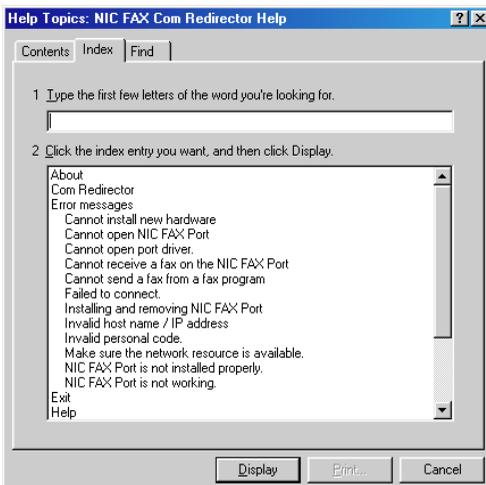
1. In the help window, click the **[Contents]** tab.
2. Click on the topic you want help on, and then click the **[Display]** button.



- ☐ If your computer is connected to a printer, you can print the currently displayed help screen by clicking the **[Print]** button.

Using Keyword Search

1. In the help window, click the **[Index]** tab.
2. Input a number of characters for the topic for which you want to search and then click the **[Display]** button.



TROUBLESHOOTING

ERROR MESSAGES

NIC FAX Display Messages

The following error messages appear on the display of the NIC FAX when a problem occurs. If the advice provided below does not solve the problem, contact your service representative.

Message	Causes and Recommended Actions
Network Error [10-40]	<ul style="list-style-type: none">• No fax IP address is set. Use the NIC FAX control panel to set an IP address. (Page 25)• Call your network administrator.
Network Error [10-41]	<ul style="list-style-type: none">• Multiple IP addresses. Use the NIC FAX control panel to check that the IP address is correct. (Page 25)• Call your network administrator.
Network Error [10-45]	<ul style="list-style-type: none">• DNS IP address is not registered. Use NIC FAX Monitor to check that the DNS IP address is correct. (Page 26)• Call your network administrator.
Network Error [10-46]	<ul style="list-style-type: none">• Cannot find the DNS. Use NIC FAX Monitor to check that the DNS is correctly registered. (Page 26)• Call your network administrator.
Network Error [10-60]	<ul style="list-style-type: none">• Cannot find the POP server. Use NIC FAX Monitor to check that the POP server host name/IP address is correct. (Page 28)• Call your network administrator.
Network Error [10-61]	<ul style="list-style-type: none">• POP server cannot be found. Use NIC FAX Monitor to check whether the POP server's IP address is correct. (Page 28)• Call your network administrator.
Network Error [10-62]	<ul style="list-style-type: none">• Cannot login to the POP server. Use NIC FAX Monitor to check whether login name and password are correct.• Call your network administrator. (Page 28)
Network Error [10-70]	<ul style="list-style-type: none">• No SMTP server IP address is set. Use NIC FAX Monitor to register an SMTP server. (Page 28)• Call your network administrator.
Network Error [10-73]	<ul style="list-style-type: none">• SMTP server cannot be found. Use NIC FAX Monitor to check whether the SMTP server's IP address is correct. (Page 28)• Call your network administrator.

Message	Causes and Recommended Actions
Network Error [10-74]	<ul style="list-style-type: none"> • No mail address is set for the fax machine. Use NIC FAX Monitor to set a mail address. (Page 29) • Call your network administrator.
Network Error [10-50] [10-63] [10-82]	<ul style="list-style-type: none"> • A line error occurred during receipt of data. Make sure the LAN cable is correctly connected to the fax machine. (Page 22) • Call your network administrator.
Network Error [10-04] [10-30] [10-31] [10-32] [10-33] [10-34] [10-35]	<ul style="list-style-type: none"> • Mechanical malfunction has occurred. Contact your service representative.
BUSY! PC COMMUNICATING	This message appears on the display of the fax machine while it is connected to the NIC FAX Monitor Administrator Mode.

NIC FAX Monitor Initial Screen Messages

The following is a list of messages that appear in the initial screen of NIC FAX Monitor and actions you should take when they appear.

Icon	Message	Causes and Recommended Actions
	Please call a service engineer	<ul style="list-style-type: none"> Contact your service representative.
	Network error	<ul style="list-style-type: none"> LAN network error
	Communication error	<ul style="list-style-type: none"> G3 communication error. See the main fax manual.
	Close the cover	<ul style="list-style-type: none"> NIC FAX cover is open. Close the cover.
	Clear copy	<ul style="list-style-type: none"> Copy jam. Clear the jam. See the main fax manual.
	Clear original	<ul style="list-style-type: none"> Document jam. Clear the jam. See the main fax manual.
	Load paper	<ul style="list-style-type: none"> Out of paper. Load paper. See the main fax manual.
	Set the toner cartridge properly	<ul style="list-style-type: none"> Install the toner cartridge correctly. See the main fax manual.
	Replace the toner cartridge	<ul style="list-style-type: none"> Out of toner. Replace the toner cartridge with a new one. See the main fax manual.
	Toner near empty	<ul style="list-style-type: none"> Low toner. Replace the toner cartridge with a new one soon. See the main fax manual.

NIC FAX Monitor Operation Messages

Message	Causes and Recommended Actions
The IP address is incorrect in the TCP/IP settings.	<ul style="list-style-type: none"> The specified IP address is not entered correctly. Make sure the NIC FAX IP address you got from your network administrator is correct. It should be made up of four numbers from 0 to 255, separated by periods. (Page 25)
The access control IP address is incorrect in the TCP/IP settings.	<ul style="list-style-type: none"> The specified access control is not entered correctly. Make sure access control is correct. It should be make up of four numbers from 0 to 255, separated by periods. (Page 27)
The access control mask is incorrect in the TCP/IP settings.	<ul style="list-style-type: none"> The specified access mask is not entered correctly. Make sure the NIC FAX access mask is correct. It should be made up of four numbers from 0 to 255, separated by periods. (Page 27)
The default gateway IP address is incorrect in the TCP/IP settings.	<ul style="list-style-type: none"> The specified gateway is not entered correctly. Make sure the gateway (router) address is correct. The gateway should be made up of four numbers from 0 to 255, separated by periods. (Page 26)
The subnet mask is incorrect in the TCP/IP settings.	<ul style="list-style-type: none"> The specified subnet mask is not entered correctly. Make sure the NIC FAX subnet mask you got from your network administrator is correct. It should be made up of four numbers from 0 to 255, separated by periods. (Page 26)
The POP server IP address is incorrect in the Mail settings.	<ul style="list-style-type: none"> The specified POP server IP address is not entered correctly. Make sure the IP address of the POP server being used by NIC FAX is entered correctly. (Page 28)
The SMTP server IP address is incorrect in the Mail settings.	<ul style="list-style-type: none"> The specified SMTP server IP address is not entered correctly. Make sure the IP address of the SMTP server being used by NIC FAX is entered correctly. (Page 28)
The DNS server IP address is incorrect in the TCP/IP settings.	<ul style="list-style-type: none"> The specified DNS server IP address is not entered correctly. Make sure the IP address of the DNS server being used by NIC FAX is entered correctly. (Page 26)
[Administrator Mode Monitor Error] No input for 10 minutes so returning to User mode.	<ul style="list-style-type: none"> NIC FAX Monitor is automatically returning to User Mode after being left in Administrator Mode for 10 minutes without any input. Re-enter Administrator Mode if you need to make more settings. (Page 85)
Address is too long.	<ul style="list-style-type: none"> The specified address is too long and cannot be stored. Up to 254 characters, including dial options, can be input for a fax number.

Message	Causes and Recommended Actions
<p>[Application Error] Stopped due to an error when retrieving Address Book data.</p>	<ul style="list-style-type: none"> • A network error occurred while getting data from the NIC FAX address table. Check the following points, re-connect, and try again. • Confirm that NIC FAX is turned on. • Confirm that the LAN cable is correctly connected to NIC FAX. (Page 22) • Check whether NIC FAX network settings have been changed. (Page 40)
<p>[FAX command error] Sorry, not executable at the moment.</p>	<ul style="list-style-type: none"> • Maintenance procedure is being performed by service personnel. Wait until maintenance is finished.
<p>[Application Error] System error.</p>	<ul style="list-style-type: none"> • Problem with the Windows system. Restart your computer.
<p>[Application Error] System timer reset failure.</p>	<ul style="list-style-type: none"> • Problem with the Windows system. Restart your computer.
<p>[Network Error] Failed to initialize the status.</p>	<ul style="list-style-type: none"> • A network error occurred while getting NIC FAX status data. Check the following points, re-connect, and try again. • Confirm that NIC FAX is turned on. • Confirm that the LAN cable is correctly connected to NIC FAX. (Page 22) • Check whether NIC FAX network settings have been changed. (Page 40)
<p>[FAX command error] Timeout occurred.</p>	<ul style="list-style-type: none"> • NIC FAX is busy. Wait a while and try again.
<p>[Application Error] The password you entered is incorrect. Please try again.</p>	<ul style="list-style-type: none"> • The password you input does not match the password registered on NIC FAX. Input the correct password.
<p>[Application Error] An I/O error occurred during the backup.</p>	<ul style="list-style-type: none"> • The backup file you specified does not exist or is corrupted. Specify a valid backup file. (Page 106, 107)
<p>[Application Error] Stopped due to an error while retrieving file list. (To be continued to the following page.)</p>	<ul style="list-style-type: none"> • A network error occurred while getting NIC FAX memory status data. Check the following points, re-connect, and try again. • Confirm that NIC FAX is turned on. (To be continued to the following page.)

Message	Causes and Recommended Actions
[Application Error] Stopped due to an error while retrieving file list.	<ul style="list-style-type: none"> • Confirm that the LAN cable is correctly connected to NIC FAX. (Page 22) • Check whether NIC FAX network settings have been changed. (Page 40)
Please specify a filename.	<ul style="list-style-type: none"> • No file name specified for a backing up or restoring memory data. Specify a file name. (Page 106, 107)
[Network error] Error when connecting to FAX.	<ul style="list-style-type: none"> • A network error occurred during communication with NIC FAX. Check the following points, re-connect, and try again. • Confirm that NIC FAX is turned on. • Confirm that the LAN cable is correctly connected to NIC FAX. (Page 22) • Check whether NIC FAX network settings have been changed. (Page 40)
[Application Error] Failed while making fonts for pre-print processing.	<ul style="list-style-type: none"> • The Windows print font is not installed. Install Arial.
[FAX command error] Bad command.	<ul style="list-style-type: none"> • The command you are trying to use cannot be processed by NIC FAX. Check that you are inputting the command correctly. • The connected fax machine is not supported by this version of NIC FAX Monitor. Install the correct version of software.
[FAX command error] Bad parameter.	<ul style="list-style-type: none"> • The command you are trying to use cannot be processed by NIC FAX. Check that you are inputting the command correctly. • The connected fax machine is not supported by this version of NIC FAX Monitor. Install the correct version of software.
[Application Error] Cannot restore using the specified backup file.	<ul style="list-style-type: none"> • The backup file you specified is not a NIC FAX restoring memory data. Specify a proper backup file. (Page 106, 107)
[Application Error] You entered an invalid backup file.	<ul style="list-style-type: none"> • The backup file you specified is not a backup file. Specify a proper backup file. (Page 106, 107)
[Network error] Could not connect to specified host.	<ul style="list-style-type: none"> • Confirm that the NIC FAX host name or IP address is set correctly. (Pages 25, 28) • Confirm that NIC FAX is turned on. • Confirm that the LAN cable is correctly connected to NIC FAX. (Page 22) • Confirm that the IP address and subnet mask are set correctly on NIC FAX. (Page 25, 26)

(To be continued to the following page.)

(To be continued to the following page.)

Message	Causes and Recommended Actions
<p>[Network error] Could not connect to specified host.</p>	<ul style="list-style-type: none"> • Confirm that TCP/IP protocols are installed on the computer where NIC FAX Monitor is installed. • Confirm that the DNS (Domain Name System) settings on the computer where NIC FAX Monitor is installed are correct. • Confirm that NIC FAX is registered on the DNS. • When NIC FAX is not on the same network, confirm that the settings of the computer where NIC FAX Monitor is installed and those on the NIC FAX gateway are correct. (Page 26) • Contact your network administrator. • The Saving energy mode on the computer is activated. Turn off the Energy Saving mode.
<p>[Network error] Connection error.</p>	<ul style="list-style-type: none"> • Confirm that the NIC FAX host name or IP address is set correctly. (Pages 25, 28) • Confirm that NIC FAX is turned on. • Confirm that the LAN cable is correctly connected to NIC FAX. (Page 22) • Confirm that the IP address and subnet mask are set correctly on NIC FAX. (Page 25, 26) • Confirm that the DNS (Domain Name System) settings on the computer where NIC FAX Monitor is installed are correct. • Contact your network administrator.
<p>[Application Error] Please enter the name of the host to connect to.</p>	<ul style="list-style-type: none"> • Input the NIC FAX host name or IP address on the other device. (Pages 25, 28)
<p>[FAX command error] Sorry, busy for doing some other tasks.</p>	<ul style="list-style-type: none"> • Function settings are being performed on the operation panel of the connected NIC FAX or Administrator Mode of another NIC FAX Monitor is currently in use. Wait until the conflicting procedure is finished and try again. • The command you are trying to use is already being used by a NIC FAX process and cannot be executed.
<p>[FAX command error] Do not have access permission to change that value.</p>	<ul style="list-style-type: none"> • Restart NIC FAX Monitor, enter Administrator Mode, and change the value. (Pages 82, 85)

Message	Causes and Recommended Actions
[Application Error] Stopped due to an error when retrieving the journal.	<ul style="list-style-type: none"> • A network error occurred while getting NIC FAX journal data. Check the following points, re-connect, and try again. • Confirm that NIC FAX is turned on. • Confirm that the LAN cable is correctly connected to NIC FAX. (Page 22) • Check whether NIC FAX network settings have been changed. (Page 40)
[Network error] Exited due to reception error.	<ul style="list-style-type: none"> • A network error occurred. Check the following points, re-connect, and try again. • Confirm that NIC FAX is turned on. • Confirm that the LAN cable is correctly connected to NIC FAX. (Page 22) • Check whether NIC FAX network settings have been changed. (Page 40)
[Network error] Exited due to transmission error.	<ul style="list-style-type: none"> • A network error occurred. Check the following points, re-connect, and try again. • Confirm that NIC FAX is turned on. • Confirm that the LAN cable is correctly connected to NIC FAX. (Page 22) • Check whether NIC FAX network settings have been changed. (Page 40)
Cannot add item because this dialing information already exists.	<ul style="list-style-type: none"> • The dial you specified is already used. Specify a different dial.
Cannot store item because this dialing information already exists.	<ul style="list-style-type: none"> • The specified user is already used.
Cannot add item because this Specified Sender address information already exists.	<ul style="list-style-type: none"> • The specified user is already used.
You have not entered any Specified Senders.	<ul style="list-style-type: none"> • Input specified user data.
Error in entered Specified Sender data.	<ul style="list-style-type: none"> • Input alphabetic characters, symbols, or spaces for specified users.
Data entry error (number setting is duplicated).	<ul style="list-style-type: none"> • The number you are trying to add is already used. Specify a number that is not used.

Message	Causes and Recommended Actions
Data entry error (invalid number setting).	<ul style="list-style-type: none"> • Input the correct end receiver number when programming multi-step transfer groups. When the end receiver is a Quick or Group Dial, input a non-zero two-digit number for the end receiver number. • Input the correct SUB/SEP when programming Boxes. For SUB/SEP, you can input numbers (0 to 9), pound signs (#), asterisks (*), and spaces.
Data input error. Invalid character in address.	<ul style="list-style-type: none"> • For fax numbers, you can input numbers (0 to 9), pound signs (#), asterisks (*), and hyphens (-). For mail addresses, you can input alphabetic characters.
Data input error. Invalid character in dialing options.	<ul style="list-style-type: none"> • For dial options, you can input numbers (0 to 9), pound signs (#), and asterisks (*).
Data input error. Invalid search letter.	<ul style="list-style-type: none"> • Input alphabetic characters.
Data input error. Please enter digits only.	<ul style="list-style-type: none"> • Input numbers (0 to 9) only.
Data input error. Speed Dial code out of range.	<ul style="list-style-type: none"> • The Speed Dial code you specified is outside the display range. Change the code so it is within the display range.
Please enter all items required.	<ul style="list-style-type: none"> • Input the required items.
[FAX command error] An unexpected error occurred.	<ul style="list-style-type: none"> • An unexpected error has occurred on the connected NIC FAX. Try executing the command again.
Windows sockets initialization failed.	<ul style="list-style-type: none"> • Check whether the networking is enabled. • Check whether your configuration supports Windows sockets.
Please enter an integer between 1 and 60.	<ul style="list-style-type: none"> • The value entered for the Mail RX Interval setting is not an integer between 1 and 60. Enter this value again.
Please enter an integer between 1 and 200.	<ul style="list-style-type: none"> • The value entered for the Refresh Last settings is not an integer between 1 and 200. Enter this value again.

NIC FAX Com Redirector Messages

Message	Causes and Recommended Actions
Invalid personal code.	<ul style="list-style-type: none"> • Personal codes can be up to 20 characters long and be composed of digits 0-9, pound signs (#), asterisks (*) and spaces. Make sure that your specification does not include any alphabetic characters or symbols. (Page 37, 103) • When connecting to NIC FAX KIT Type 140, enter a Personal Code. Personal Codes are four digits long and can range from 0001 to 9999. This message will appear if the entered user code is longer or shorter than four digits.
Invalid host name/IP address.	<ul style="list-style-type: none"> • Confirm that the NIC FAX host name or IP address is set correctly. (Pages 25, 28) • Confirm that NIC FAX is turned on. • Confirm that the LAN cable is correctly connected to NIC FAX. (Page 22) • Confirm that the DNS (Domain Name System) is set correctly. • Contact your network administrator.
Make sure the network resource is available.	
Failed to connect.	<ul style="list-style-type: none"> • Confirm that the NIC FAX host name or IP address is set correctly. (Pages 25, 28) • Confirm that NIC FAX is turned on. • Confirm that the LAN cable is correctly connected to NIC FAX. (Page 22) • Confirm that the DNS (Domain Name System) is set correctly. • Two computers are connected to NIC FAX at the same time. Try connecting again after communication with the other computer is finished. • Check NIC FAX access control and access mask settings. (Page 27) • Contact your network administrator.
NIC FAX Port is not installed properly.	<ul style="list-style-type: none"> • Windows 95/98: Click: [Start]→[Settings]→[Control Panel]→[System]. Check [Ports (COM & LPT)] on the [Device Manager] tab to see if NIC FAX Port is installed. If not, install NIC FAX Port. (Page 32) Windows NT: Please re-install NIC FAX Com Redirector.
NIC FAX Port is not working.	<ul style="list-style-type: none"> • Windows 95/98: Confirm that the [System] directory created when Windows is installed contains a file named: ricomm.vxd. If this file is not present, delete the existing NIC FAX Port and reinstall NIC FAX Port. (Page 32) Windows NT: Please re-install NIC FAX Com Redirector.
Can not open port driver.	

Can not open port driver	<ul style="list-style-type: none">• Check if NIC FAX Port is being used by another application. If so, close NIC FAX Com Redirector and restart it. (page 110)
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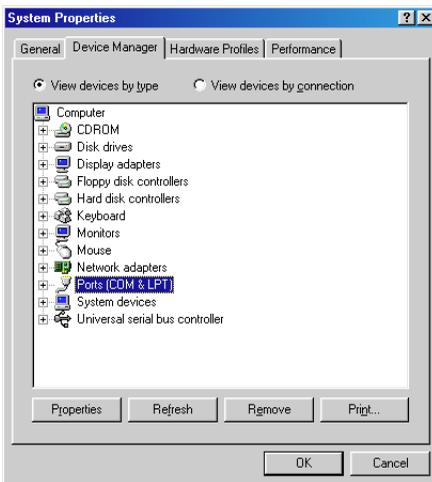
NIC FAX COM Redirector TROUBLESHOOTING

Problem	Causes and Recommended Actions
Cannot send from a fax application.	<ul style="list-style-type: none"> • Check if NIC FAX Com Redirector is running. An icon should be on the Task Bar when it is. (Page 110) • Check if the NIC FAX Com Redirector icon that communication cannot be performed (page 111). If it does, double-click the icon displays the setup screen, and make the required settings. • Click: [Start], [Settings], [Control Panel], [Modems]. Check the modem properties to see if Facsimile Modem Type A05 is installed. • Check if Facsimile Modem Type A05 is connected to NIC FAX Port. • Check if the modem or port settings used by the fax application are correct. • The Facsimile Modem Type A05 supports Class 2 AT commands. Specify Class 2 as the commands used by the fax application. • NIC FAX supports simultaneous connection with two computers. NIC FAX Port cannot be used when two other computers are connected to NIC FAX. • Check if NIC FAX access restrictions are restricted connection. See page 40 for information on access restriction.
Cannot receive faxes with NIC FAX Port.	<ul style="list-style-type: none"> • NIC FAX Port is send-only, so it cannot be used to receive faxes. Turn off the auto receive function of your fax application.
Cannot install new hardware.	<ul style="list-style-type: none"> • When new hardware cannot be installed due to resource conflict with NIC FAX Port, try deleting NIC FAX Port (page 128) and installing the new hardware. Then when you reinstall NIC FAX Port the port number assigned to it may change.

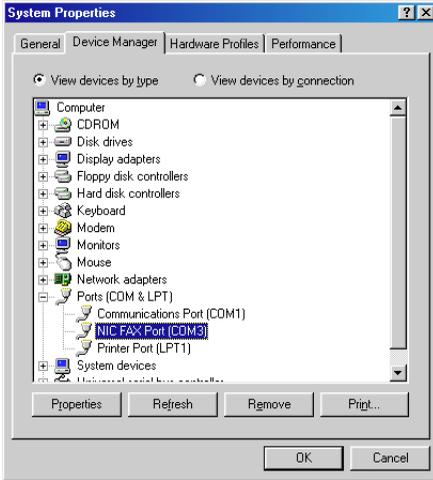
UNINSTALLING/REINSTALLING THE NIC FAX PORT (Windows 95/98)

Uninstalling the NIC FAX Port

1. Turn on your computer and start up Windows.
2. Use the procedure below to quit NIC FAX Com Redirector.
 - 1 On the Task Bar, right click the NIC FAX Com Redirector icon.
 - 2 Choose **[Exit]**.
 - 3 In the dialog box that appears, click **[OK]**.
3. On the **[Start]** menu, point to **[Settings]** and then click **[Control Panel]**.
4. Double-click the **[System]** icon.
5. Click the **[Device Manager]** Tab.
6. Double-click **[Ports (COM & LPT)]**.



7. Select **[NIC FAX Port]** then click **[Remove]**.



8. Click **[OK]**.
9. Restart Windows.

Reinstalling NIC FAX Port

Before reinstalling NIC FAX Port, be sure to uninstall it following the procedure on page 128.

1. Turn on your PC and start Windows.
2. Exit all NIC FAX Applications.
To close NIC FAX Com Redirector:
 - a) On the Task Bar, right click the NIC FAX Com Redirector icon.
 - b) Choose **[Exit]**.
 - c) In the dialog box that appears, click **[OK]**.
3. From the Task Bar, choose **[Start]** -> **[Settings]** -> **[Control Panel]**.
4. Double click the **[Add New Hardware]** icon.

5. Click **[Next]**.



6. Click **[Next]**.



7. Click the No checkbox then click **[Next]**.



8. From the list choose [**Ports (COM&LPT)**] then click [**Next**].



9. Select [**Ricoh**] from the manufacturer list, then select [**NIC FAX Port**] from the model list.



10. Click [**Next**].



11. Click **[Finish]**.

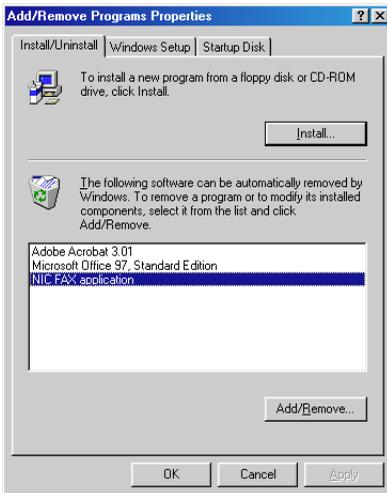


12. Click **[Yes]** to restart Windows.

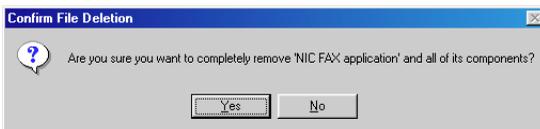


UNINSTALLING THE NIC FAX APPLICATIONS

- Under Windows NT 4.0 you need to log on with Administrator privileges to carry out this procedure.
1. Turn on your computer and start up Windows.
 2. Quit all NIC FAX applications. Use the procedure below to quit NIC FAX Com Redirector.
 - 1 On the Task Bar, right click the NIC FAX Com Redirector icon.
 - 2 Choose **[Exit]**.
 - 3 In the dialog box that appears, click **[OK]**.
 - You cannot uninstall the NIC FAX applications if any of them are running. See page 83 of this Operator's Manual for details on quitting NIC FAX Monitor, and the ICViewer Operator's Manual for quitting ICViewer. See page 111 of this Operator's Manual for full details on quitting NIC FAX Com Redirector.
3. On the **[Start]** menu, point to **[Settings]** and then click **[Control Panel]**
 4. Double-click the **[Add/Remove Programs]** icon.
 5. In the dialog box that appears, click on **[NIC FAX application]** in the list box, and then click **[Add/Remove]**.



6. Click **[Yes]**.



- A dialog shows the progress of the uninstall procedure.

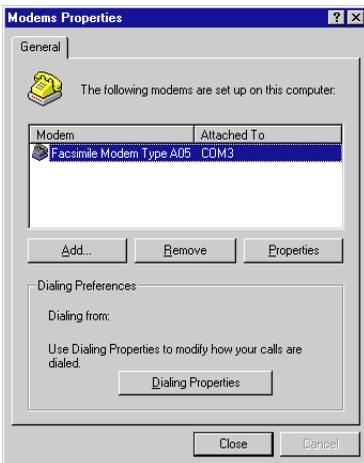


7. Click [OK]



UNINSTALLING FACSIMILE MODEM TYPE A05

- If you have uninstalled the NIC FAX Applications under Windows 95/98, Facsimile Modem Type A05 will have already been uninstalled and the following procedure is not necessary.
 - Under Windows NT 4.0 you need to log on with Administrator privileges to carry out this procedure.
1. Turn on your computer and start up Windows.
 2. On the **[Start]** menu, point to **[Settings]** and then click **[Control Panel]**.
 3. Double-click the **[Modems]** icon to display the modem properties dialog box.
 4. On the **[General]** tab, click on **[Facsimile Modem Type A05]** and then click **[Remove]**.



5. Click **[Yes]**.

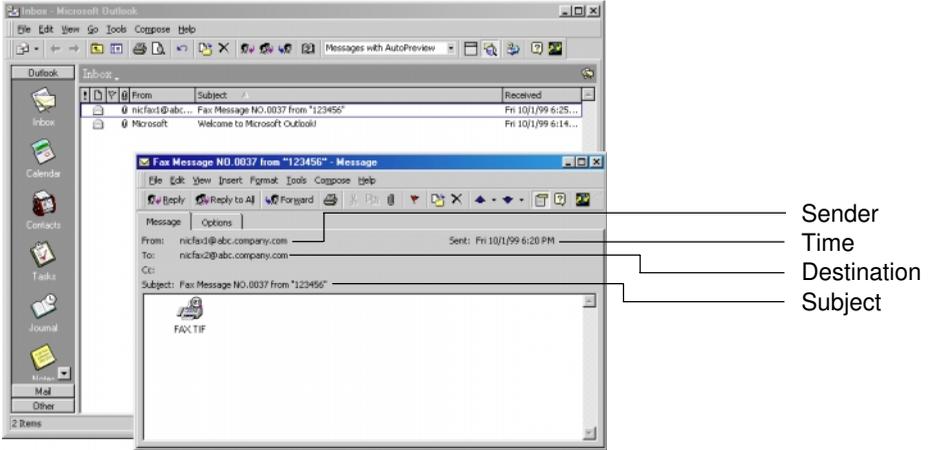


6. Click **[Exit]**.



RECEIVED IMAGES

Here is an example of a fax message sent from NIC FAX and received on a PC using Outlook Express mail software.



- Sender:** The sender's E-mail address.
- Time:** When the E-mail was sent.
- Destination:** The receiver's E-mail address.
- Subject:** The subject entered when the E-mail was sent.

INCLUDED ITEMS

Item	Quantity
OPERATOR'S MANUAL NIC FAX KIT TYPE 500 (this manual)	1
OPERATOR'S MANUAL ICViewer Reference	1
NIC FAX Application (NIC FAX Monitor, NIC FAX Com Redirector, ICViewer)	1
INSTALLATION MANUAL	1
Operation Panel Label	1

SPECIFICATIONS

Network	LAN : Local Area Network (Ethernet/10base-T, 100base-TX)
Transmit Function	Mail
Scan Line Density	200 × 100 dpi, 200 × 200 dpi
Document Size	Letter/Legal
Transmit Protocols	Mail send: SMTP (IETF RFC821 and RFC822), TCP/IP Mail receive: POP3 (IETF RFC1725 and RFC1939), TCP/IP
Mail Format	Single/Multi-part MIME (RFC1521) conversion Attached file forms: TIFF-F (MH compression)
Convertible model	NIC FAX KIT TYPE 500/140
Internet Communication	Send and receive Mail with computer that has an Mail address
Mail Send Functions	Automatic conversion of send document to Mail format and transmission of Mail. Memory transmission only.
Mail Receive Functions	Automatic detection and printing of appended TIFF-F (MH) files and ASCII text. Memory reception only.

GLOSSARY

100BASE-TX cable

Twisted pair Ethernet cable that provides 100Mbps communication. See page 22.

10BASE-T cable

Twisted pair Ethernet cable that provides 10Mbps communication. See page 22.

CSI

Called Station Identification. Data exchanged between machines to let them know who they are communicating with. See page 16, 18, 105.

IP address

Internet Protocol address used for TCP/IP protocols. A kind of computer ID number. See page 25, 40.

LAN

Local Area Network. High-speed network of computers, printers, servers, and other devices within a limited area. See page 22.

MIME

Multipurpose Internet Mail Extensions. Defines a mail protocol for sending non-text data. See page 10.

POP server

Mail receive server. See page 28, 39.

RTI

Receive Terminal Identification. Identifies the sender. See page 16, 18, 105.

SMTP server

Internet-connected e-mail server that routes mail. See page 28, 39.

TIFF-F

Image formats used when faxes are converted to images. See page 10, 32.

confidential transmission

Transmission that, when received, remains in memory until the proper ID code is input. See page 92.

domain name

Name of a network on the internet. See page 29, 39.

gateway address

IP address of a router in another network to which your network is connected. See page 24, 26.

polling reception

Use Polling Receive when you wish to poll a message from another terminal. See page 92.

polling transmission

Use Polling Transmission when you wish to leave a document in the memory for others to pick up. See page 91, 94.

subnet mask

Mask value that allows use of part of an IP address as a network address. See page 26, 40.

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