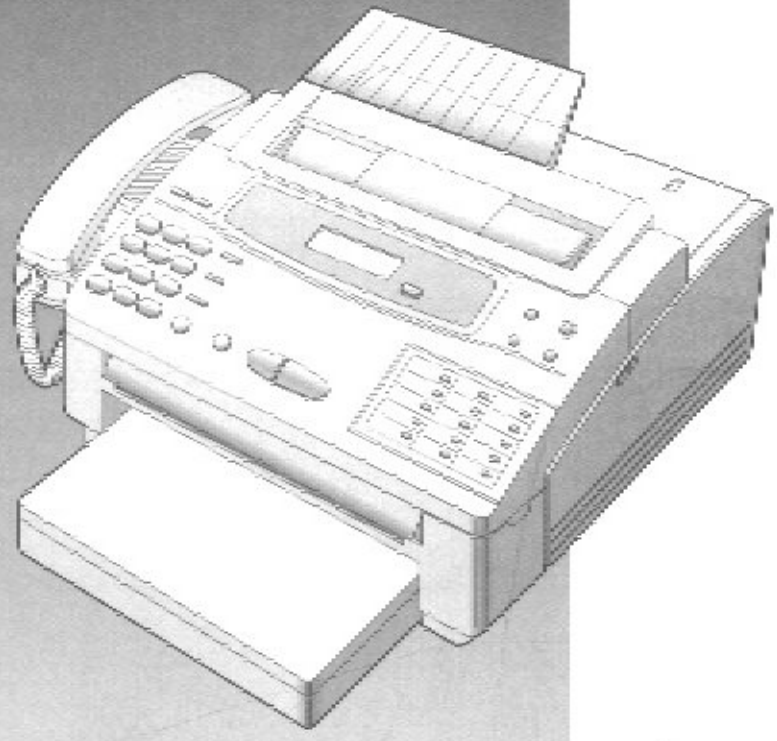
OPERATING INSTRUCTIONS

Panasonic

Plain Paper Facsimile

KX-F1000

Model No. **KX-F1020**



Please read these Operating Instructions before using the unit and save for future reference.

FOR OPERATION ASSISTANCE,
CALL 1-800-HELP-FAX

Contents

Chapt 1. Installation and Connection

Chapt 2. Initial Preparation

Chapt 3. Making and Answering Voice Calls

Chapt 4. Transmitting and Receiving Fax Calls

Chapt 5. Copier Function

Chapt 6. Automatic Dialing

Chapt 7. Advanced Operations

Thank you for purchasing the Panasonic Plain Paper Facsimile.

Things you should keep records of

Attach your sales receipt here

For your future reference

Date of purchase _____

Serial No. _____
(found on the rear of the unit)

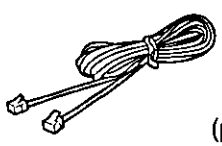
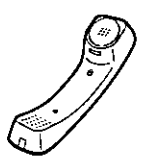
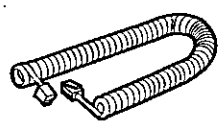
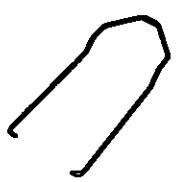
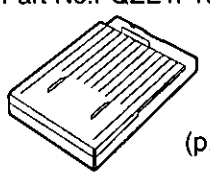
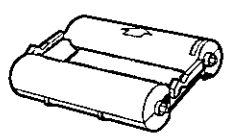
Dealer's name and address _____

Dealer's telephone number _____

Caution:

- *The telephone Consumer Protection Act of 1991 requires to clearly state the following information in the margin on the top or bottom of at least the first page of the transmission when sending any message via a telephone facsimile machine.*
  — Date and time of transmission;
  — Identification of the business or other entity, or other individual sending the message;
  — Telephone number of the sending machine, business, other entity or individual.
  To program this information into your unit, you must complete the steps on pages 10 - 12.
- *Note that the images of copied or received documents will remain on the used film. When disposing of the used film, use discretion.*
- *Do not rub the printed side or use an eraser on the printed side, as it may smear.*

Included accessories *(To order, call toll free 1-800-332-5368.)*

Power cord ..... 1pc. Part No.PQJA200Z (p. 7)	Telephone line cord ... 1pc. Part No.PQJA59V  (p. 7)	Handset ..... 1pc. Part No.PQJXD0105Z  (p. 7)	Handset cord ..... 1pc. Part No.PQJA212M  (p. 7)
Document feeder tray..1pc. Part No.PQKS10011Z (p. 6)	Document stacker ..... 1pc. Part No.PQZSF1000M  (p. 6)	Paper cassette ..... 1pc. Cover:Part No.PQZE2F1000M Tray:Part No.PQZE1F1000M  (p. 5)	Film cartridge ..... 1pc.  (pp. 4, 61) — The included film is 30 meters.

- *If any items are missing, check with place of purchase.*
- *The part numbers listed above are subject to change without notice.*
- *Save the original carton and packaging.*

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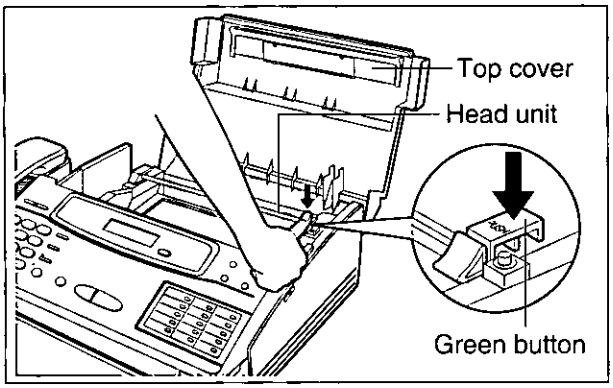
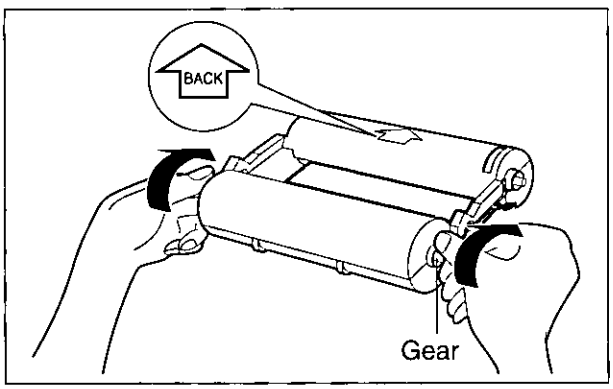
Installing the film cartridge

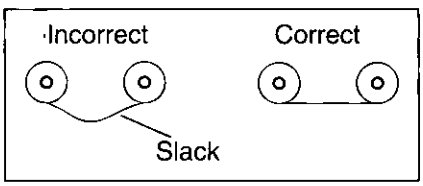


❶ Open the top cover.

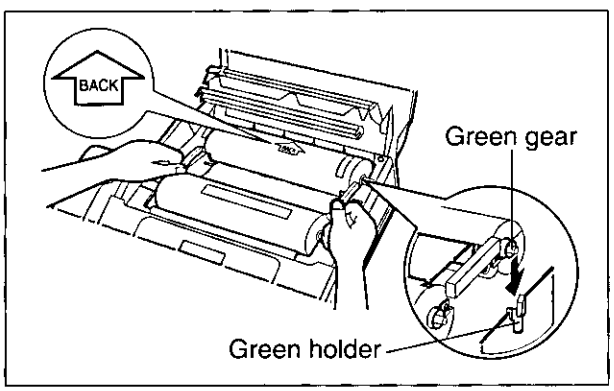
❷ Press the green button on the right marked "PUSH" and lift up the head unit.



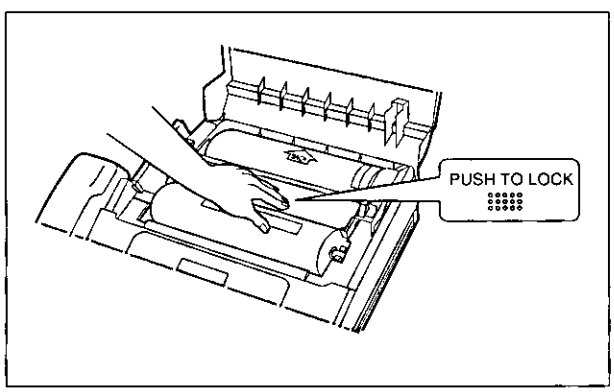
❸ Place the cartridge with the "BACK" indicator facing up. If the film is slack, tighten it by winding the gears.



— Because the length of the included film is only 30 meters, it is recommended to purchase 200 meter length film for replacement soon. To order, see page 61.



❹ Referring to the illustration on the left, place the "BACK" side of the cartridge into the unit, by inserting the pins on the sides of the green gears into the green holders. Then lower the front of the cartridge into place.

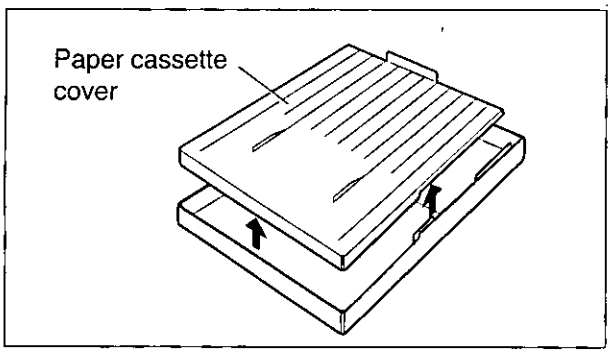


❺ Press the head unit down firmly until it clicks into place.

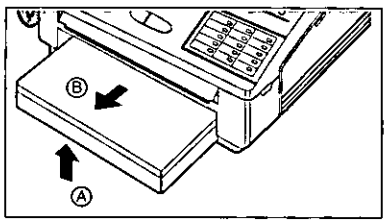
❻ Close the top cover securely by pushing down on both sides.

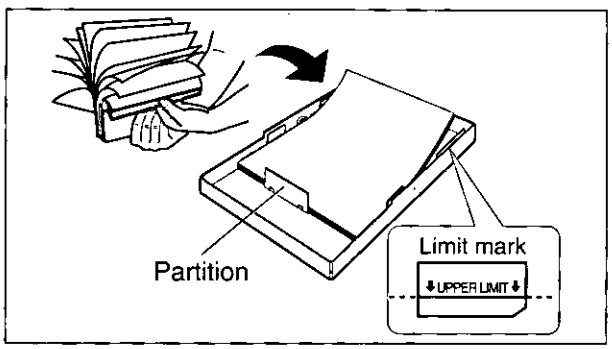
Installing the paper cassette

You can use letter size or legal size paper. The paper cassette can hold up to 250 sheets of 75 g/m² (20 lb.) paper. Use 60 to 90 g/m² (16 to 24 lb.) paper.



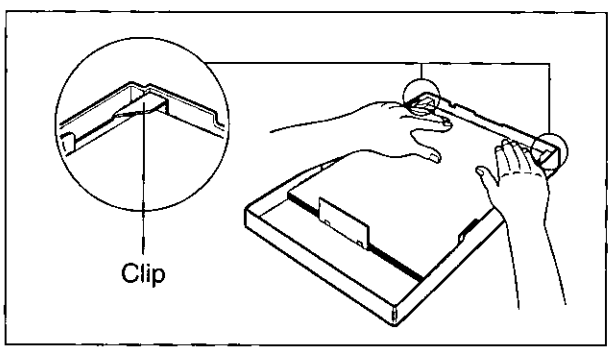
❶ Open the paper cassette cover.
— When removing the paper cassette from the unit, lift it up slightly (Ⓐ) and pull it towards you (Ⓑ).



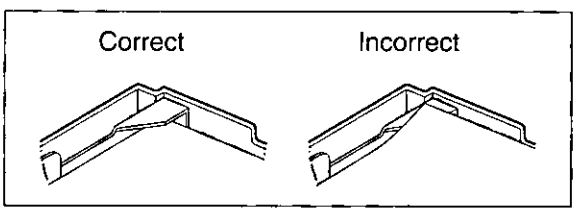


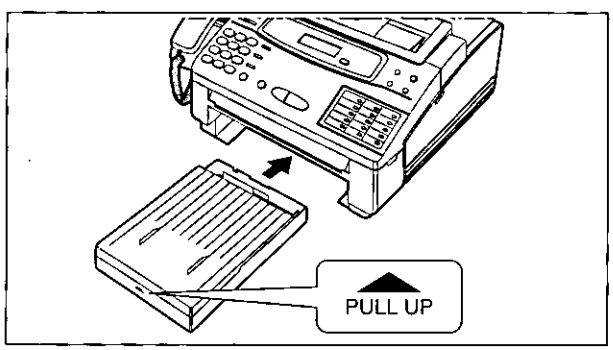
❷ Fan the stack of paper to avoid a paper jam.

❸ Insert the paper by aligning the paper edges with the partition.
— Most paper has instructions recommending the side to print on. Insert the paper with the print side down.
— The height of the paper should not exceed the limit mark on the paper cassette or it may cause a paper jam.
— When using legal size paper, see page 6.



❹ Push down the opposite edges so they are secured under the clips.



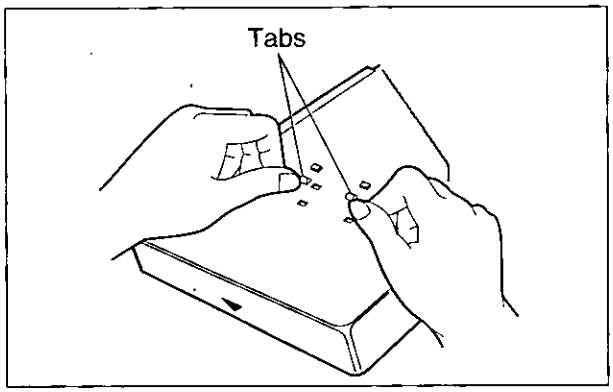


❺ Close the paper cassette cover and insert the paper cassette into the unit until it clicks into place.

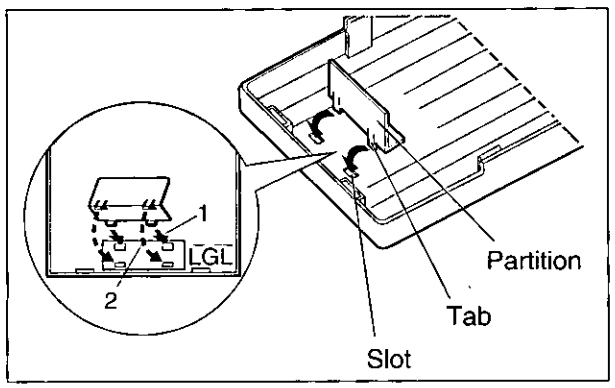
Note:

- *Do not insert paper of different thickness into the cassette at same time. This may cause a paper jam.*
- *Avoid extremely smooth or shiny paper that is highly textured. Also avoid coated, damaged, or wrinkled paper and paper with a cotton and/or fiber content that is over 20%.*
- *Avoid used paper for double-sided printing.*
- *Do not use paper printed with this unit for double-sided printing with other copiers or printers, or a paper jam may occur.*

Using legal size paper



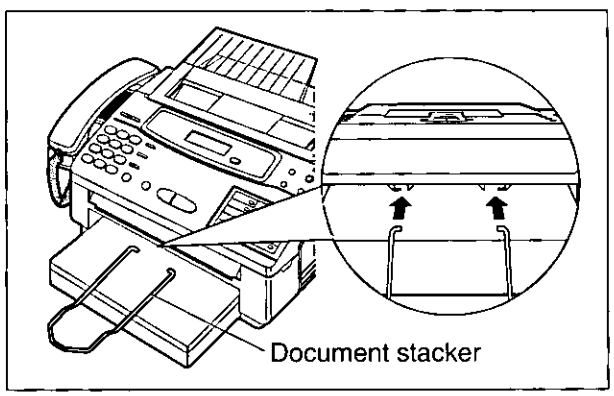
❶ Remove the partition by turning over the cassette and pushing the lower two tabs of the partition.



❷ Turn over the cassette and install the removed partition by inserting the two tabs into the upper slots for legal size paper (marked as LGL), and then the other two tabs into the lower slots.

❸ Then insert the paper.

Installing the document stacker

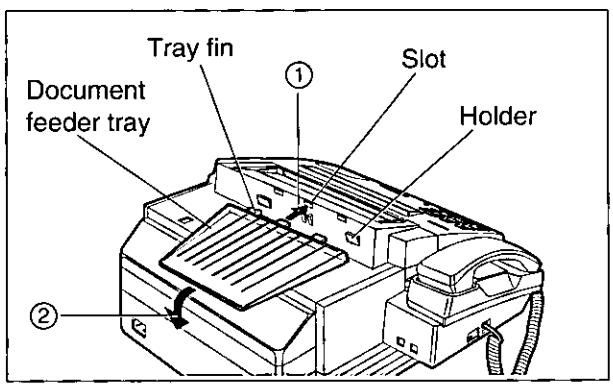


Referring to the illustration to the left, insert the document stacker with the bent side facing up until it clicks into place.

Note:

- *To extend the document stacker, pull it towards you until it clicks into place.*
  To save space, slide the document stacker into the unit until it clicks into place.

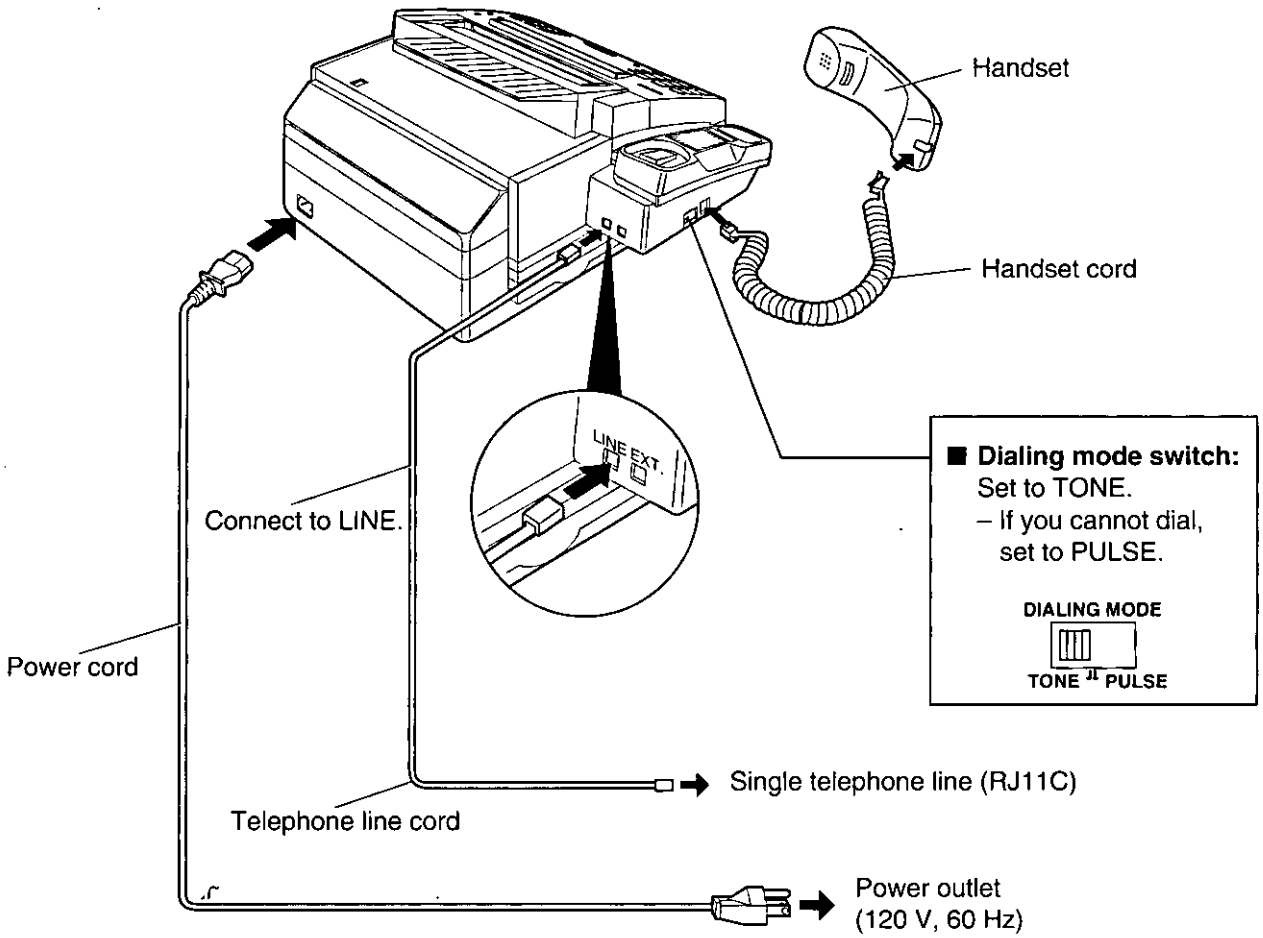
Installing the document feeder tray



❶ Insert the three tray fins into the slots of the unit.

❷ Press down the tray to place it on the two holders.

Connections

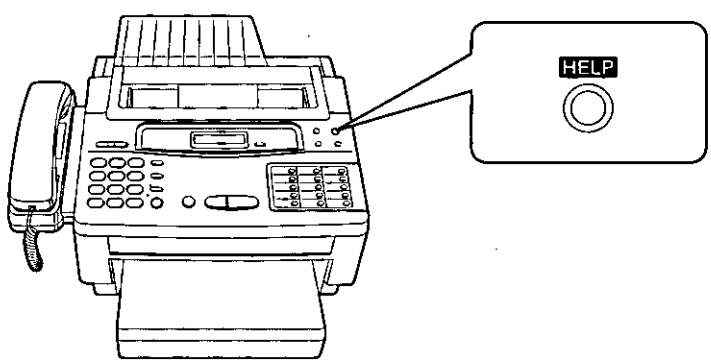


Note:

- *When you operate this product, the power outlet should be near the product and easily accessible.*
- *The unit will not function during a power failure.*
- *You can connect an extension phone or a telephone answering machine to the unit after peeling off the tape on the external telephone jack (EXT.). (See page 22.)*
- *For additional equipment protection, we recommend the use of a surge protector. The following types are available; TELESPIKE BLOK MODEL TSB (TRIPPE MFG. CO.), SPIKE BLOK MODEL SK6-0 (TRIPPE MFG.CO.), SUPER MAX (PANAMAX) or MP1 (ITW LINX).*

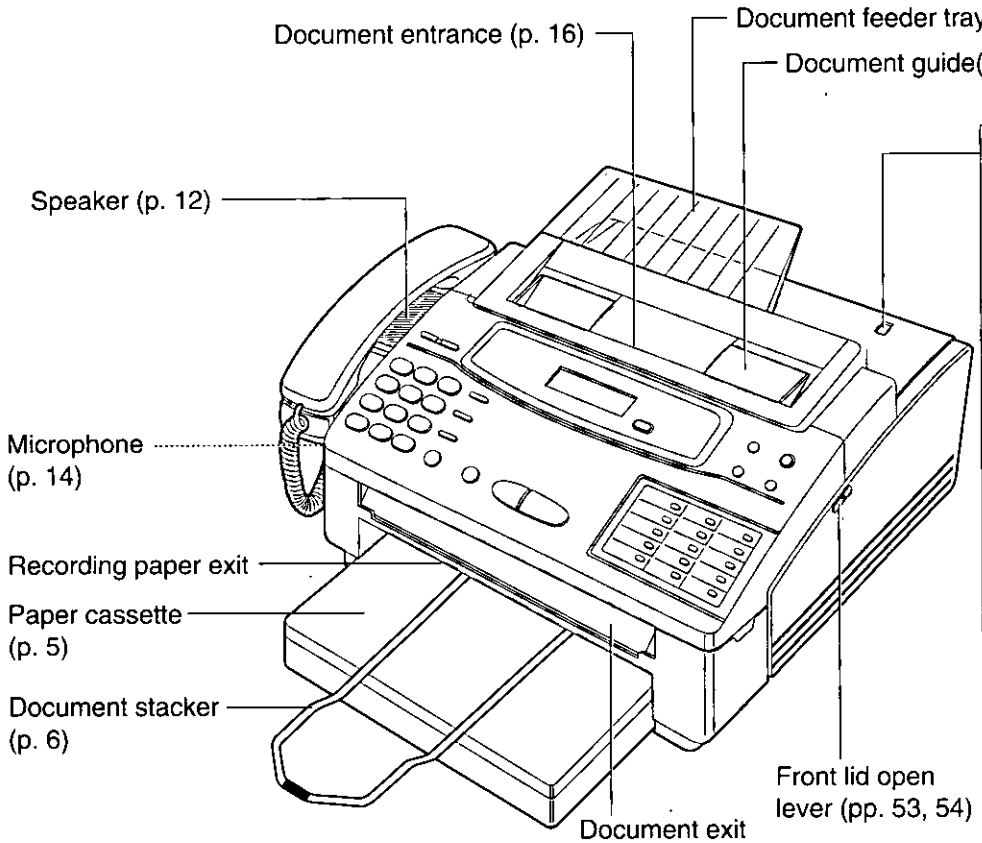
Helpful hint:

- *If assistance is needed, press the HELP button. The unit will print a quick reference.*

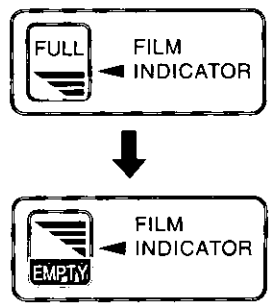


Location of controls

Front view



Visual film indicator: shows the approximate amount of remaining film.

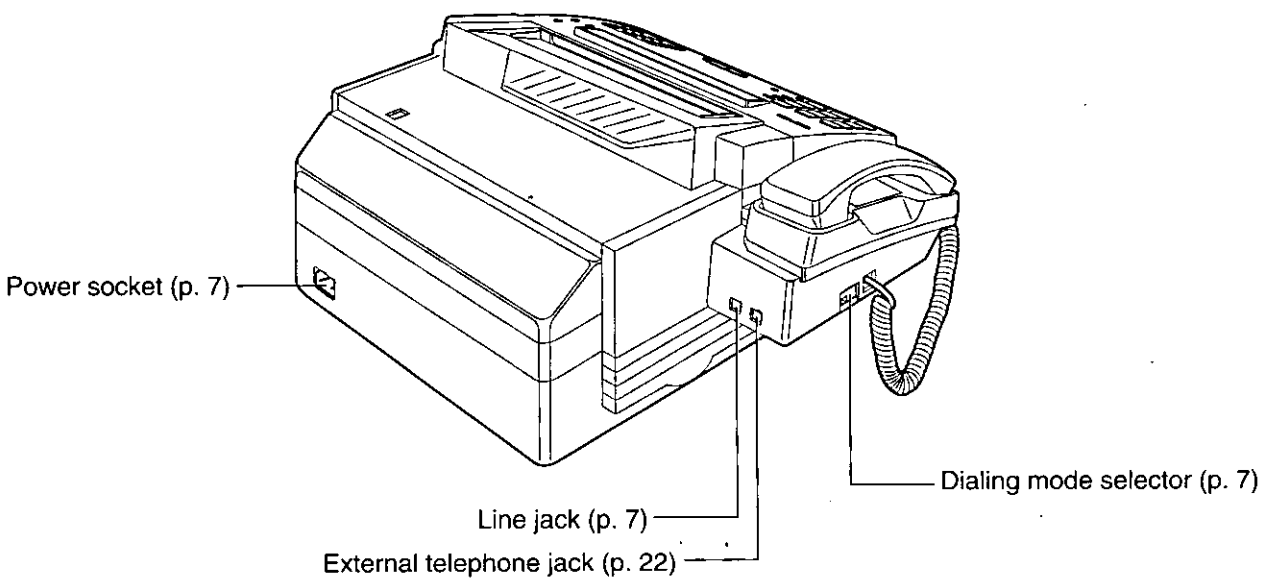


When the film indicator points to the position in the illustration above, the remaining film produces approx. 70 letter size documents. Prepare a new film or film cartridge for replacement.

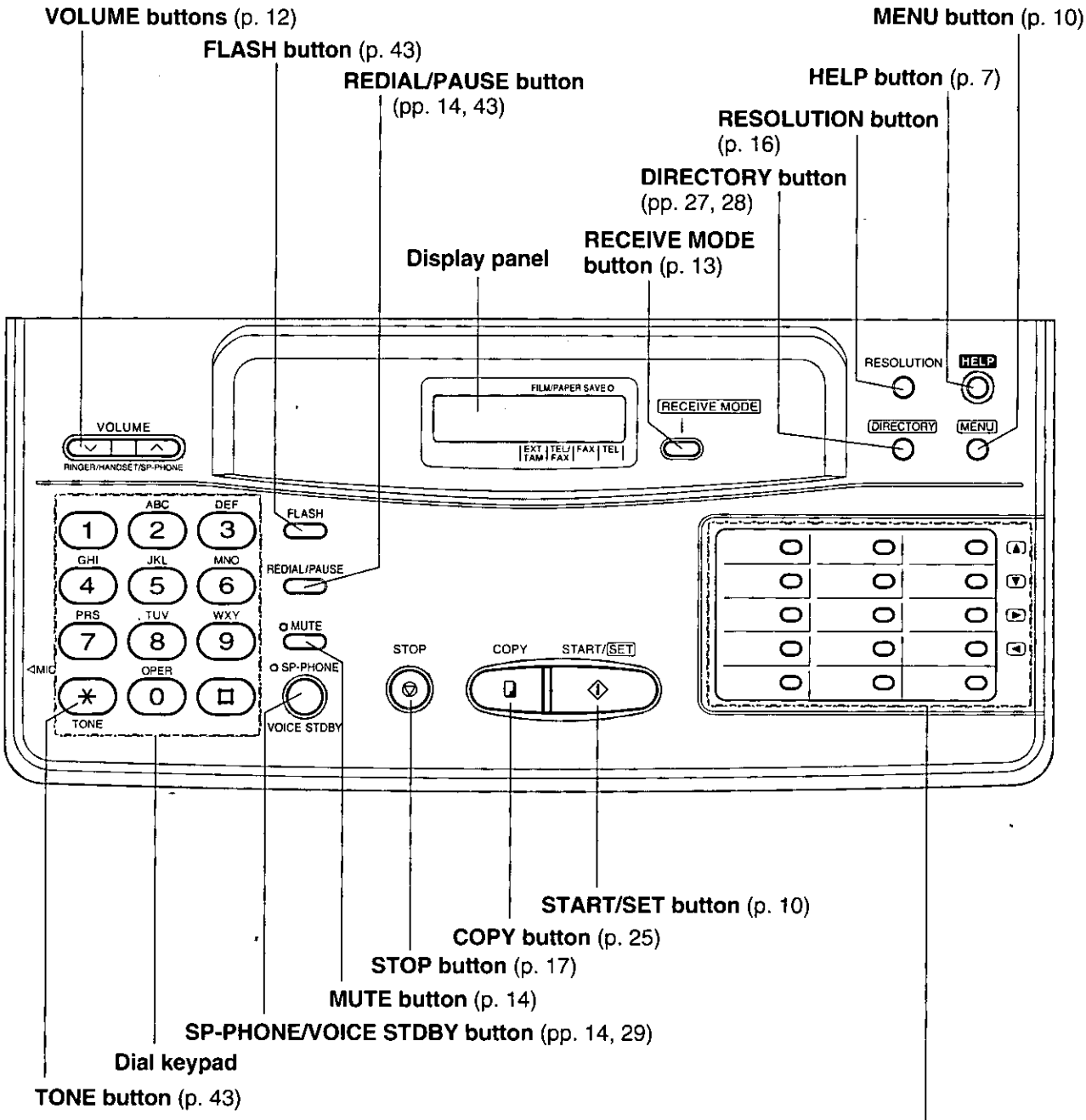
Note:

• The visual film indicator will show "FULL" when a new 200 meter film is installed. When the included film cartridge (30 meter roll film) is installed, the indicator will not show "FULL".

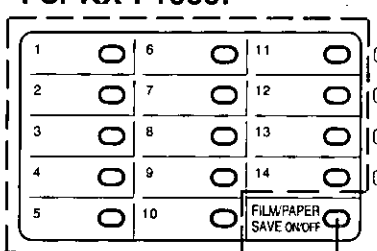
Rear view



Control panel



For KX-F1000:

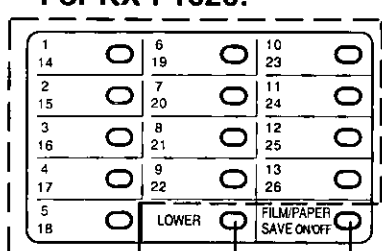


– ▲ key (pp. 20, 28)
– ▼ key (pp. 20, 28)
– ► key (p. 11)
– ◄ key (p. 11)

FILM/PAPER SAVE key (p. 40)

Direct call station keys (pp. 11, 26, 27)

For KX-F1020:



– ▲ key (pp. 20, 28)
– ▼ key (pp. 20, 28)
– ► key (p. 11)
– ◄ key (p. 11)

LOWER key (p. 26)

FILM/PAPER SAVE key (p. 40)

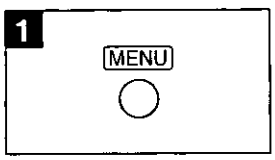
Direct call station keys (pp. 11, 26, 27)

Before using your unit, program the following:
- Current date and time (see below)
- Your logo (see below)
- Your facsimile telephone number (see page 12)

This information will be printed on the top of each page transmitted from your unit.

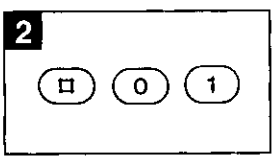
Setting the date and time

The internal clock of the unit will show the date and time on the display and print them on the top line of all fax messages you transmit.



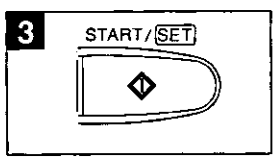
Press **MENU**.

```
SYSTEM SET UP
```

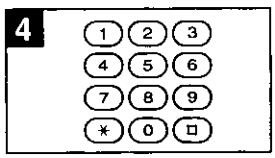


Press **#**, then **01**.

```
SET DATE & TIME
```

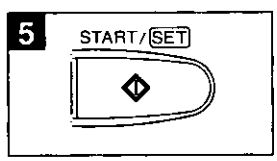


Press **START/SET**.

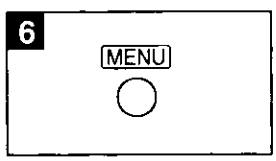


Enter the correct month/day/year/hour/minute by selecting each 2 digits. Then press * for AM or press # for PM.

Example: Aug.10 1995, 3:00PM
Press **08 10 95 03 00**, then press **#** for PM.



Press **START/SET** to store the setting.

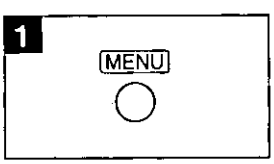


Press **MENU** to end the program.

Note:
- *When you make a mistake while programming, press the STOP button, then make the correction.*
- *The accuracy of the clock will be approximately ± 60 seconds a month.*

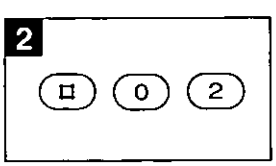
Setting your logo

The logo is used to identify fax messages that are being transmitted from your unit. Usually the logo is a company, division or personal name in an abbreviated form.



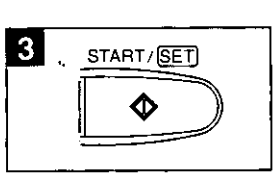
Press **MENU**.

```
SYSTEM SET UP
```



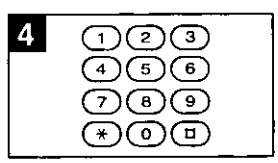
Press **#**, then **02**.

```
YOUR LOGO
```

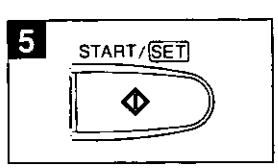


Press **START/SET**.

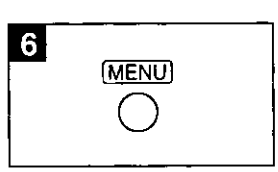
```
LOGO=
```



Enter your logo up to 30 characters (see page 11). (The preset logo will be cleared.)



Press **START/SET** to store the setting.



Press **MENU** to end the program.

Note:
- *When you wish to select a logo print position, see page 36.*

How to enter letters and symbols

The dial keypad and the direct call stations can be used as character input keys and command keys.
Pressing **0 - 9** and direct call station **1** will alternately select a character as shown below.

Keys	Number of times												
	1	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**
(1)	1	[	]	{	}	+	−	/	=	,	.	_	'
(2)	A	B	C	a	b	c	2						
(3)	D	E	F	d	e	f	3						
(4)	G	H	I	g	h	i	4						
(5)	J	K	L	j	k	l	5						
(6)	M	N	O	m	n	o	6						
(7)	P	Q	R	S	p	q	r	s	7				
(8)	T	U	V	t	u	v	8						
(9)	W	X	Y	Z	w	x	y	z	9				
(0)	0	(	)	<	>	!	"	#	$	%	&	¥	
1	:	;	?	|	*	@	^	`	→				
2	INSERT key (Used to insert one character or one space.)												
6	SPACE key (Used to replace one character with a space.)												
7	DELETE key (Used to delete one character.)												
13 for KX-F1000 12 for KX-F1020	► key (Used to move the cursor to the right.)												
14 for KX-F1000 13 for KX-F1020	◄ key (Used to move the cursor to the left.)												

For example, when entering "Mike" as your logo:

❶ Press **6**, then direct call station **13** for KX-F1000 or **12** for KX-F1020.

```
LOGO=M
```

❷ Press **4** six times, then direct call station **13** for KX-F1000 or **12** for KX-F1020.

```
LOGO=Mi
```

❸ Press **5** five times, then direct call station **13** for KX-F1000 or **12** for KX-F1020.

```
LOGO=Mik
```

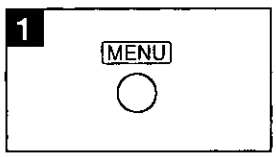
❹ Press **3** five times.

```
LOGO=Mike
```

Note:

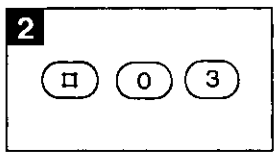
- *If you make a mistake while programming, use direct call station **13** and **14** for KX-F1000, or **12** and **13** for KX-F1020 to move the cursor to the incorrect character, then make the correction.*
- *The layout of the direct call station keys is printed on the reverse side of the directory card. Remove the directory card cover with a pencil or similar object and turn the directory card over.*

Setting your facsimile telephone number



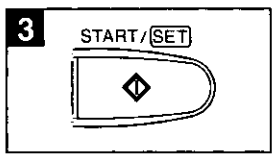
Press **MENU**.

```
SYSTEM SET UP
```



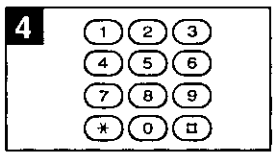
Press **#**, then **03**.

```
YOUR TEL NO.
```

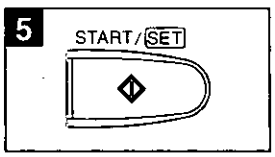


Press **START/SET**.

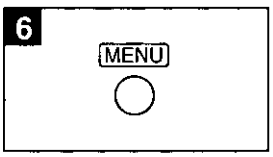
```
NO.=
```



Enter your facsimile telephone number up to 20 digits.
— The # button inserts a space and * button a "+".

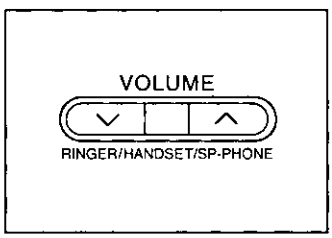


Press **START/SET** to store the setting.



Press **MENU** to end the program.

Adjusting volumes



■ **Ringer volume** : 3 levels (high/low/off)
Press **VOLUME** (∨ / ∧) while the unit is an idle status.

To turn the ringer off:
Press ∨ repeatedly until the following messages are alternately displayed.

```
RINGER OFF= OK?
```

```
YES:PRESS SET
```

Then press **START/SET**.

While the ringer volume is set to off:
The display will show the following message and the unit will not ring when receiving a call.

```
RINGER OFF
```

■ **Handset volume** : 3 levels
Press **VOLUME** (∨ / ∧) when using the handset.

■ **Speaker volume** : 8 levels
Press **VOLUME** (∨ / ∧) when using the speakerphone.

Selecting the receive mode

This unit combines the functions of facsimile and telephone. In addition, this unit provides a TAM (Telephone Answering Machine) interface. To perform these functions, this unit has four types of receive modes; "TEL/FAX", "FAX", "TEL" and "EXT. TAM". Regardless of the mode that you select, you can always place calls and send faxes. The descriptions below will help you understand how the unit can work for you.

TEL/FAX mode:

This mode can be used when you are near the unit and do not want to hear the unit ring when faxes are received but wish to answer voice calls. The unit will automatically receive fax documents without ringing when fax calls are received. You will not be disturbed by incoming faxes. The unit will generate a double ring when voice calls are received. If you do not answer by the last ring, the unit will switch to the fax mode to prevent missing any fax documents. For further details, see page 19.

FAX mode:

We recommend that you select this mode when you will be using the unit solely as a fax machine. The unit will automatically answer all calls and generate fax tones to the callers. Callers will hear fax tones and will only be able to transmit faxes. For further details, see page 21.

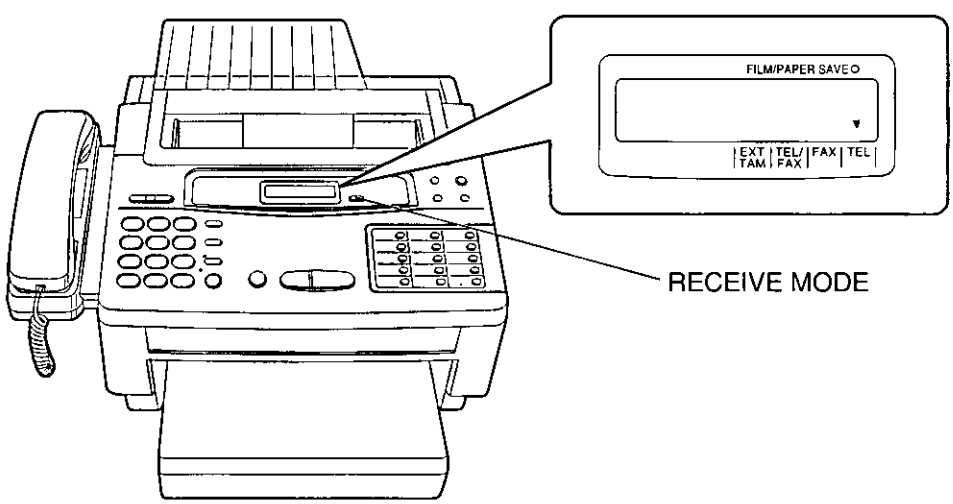
TEL mode:

This mode can be used when you wish to answer all calls manually. The unit will not automatically answer fax and voice calls. If you wish to answer a fax call, you can start reception by pressing the START/SET button. If no one answers an incoming call by 15 rings, the receive mode will switch to the TEL/FAX mode automatically.

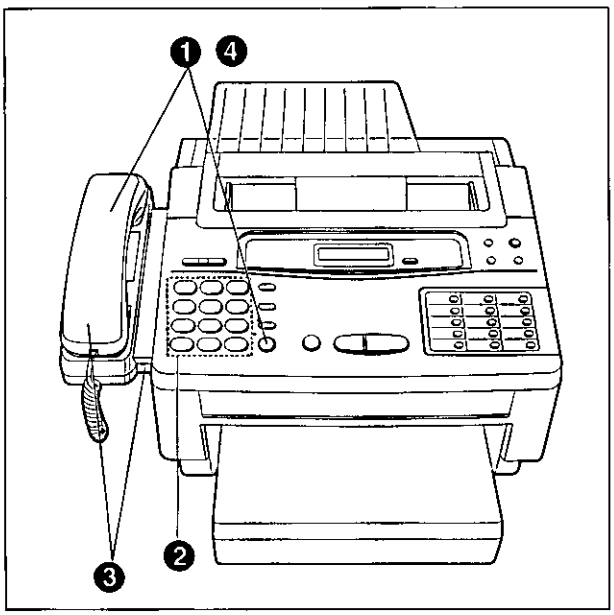
EXT.TAM mode:

This mode can be used when you wish to connect a telephone answering machine (TAM) to the external telephone jack on your facsimile unit. When a call is received, the answering machine will play a greeting message. If a voice call is detected, the answering machine will begin recording, then caller can leave a voice message. If a fax call is detected, the facsimile unit will disconnect the answering machine and receive the fax documents. For further details, see page 22. If your external telephone does not have an answering/recording feature, do not select this mode. We recommend that you select the TEL/FAX or the TEL mode.

- Select the desired mode by pressing the **RECEIVE MODE** button repeatedly. The arrow mark in the display shows your selection.



Making voice calls



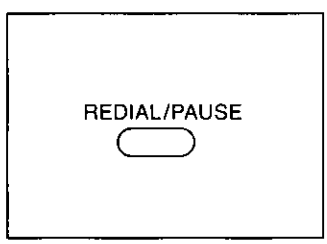
1. Press **SP-PHONE** or lift the handset, then listen for the dial tone.
2. Dial a phone number.
3. When the other party answers, speak into the microphone or handset.
4. When finished, press **SP-PHONE** again or replace the handset.

Helpful hints:

- *If you misdial, hang up and dial again.*
- *For hints using the speakerphone operation, see page 15.*

Redialing the last number dialed

If the line is busy or you wish to redial the last number dialed, use the REDIAL/PAUSE button.



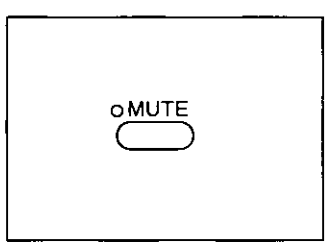
Press **SP-PHONE** or lift the handset, then press **REDIAL/PAUSE.**
— The unit will redial the last number dialed.

Note:

- *If the line is busy when using the speakerphone, the unit will automatically redial the number up to 14 times.*

Voice muting

The MUTE button will mute your voice during a telephone conversation. Using this feature, you can hear the voice of the other party, but the other party cannot hear your voice.



Press **MUTE** .
— The **MUTE** indicator light goes on.
To resume the conversation, press **MUTE** again.

Answering voice calls

❶ When the unit rings, lift the handset or press **SP-PHONE** to answer the call.

❷ Replace the handset or press **SP-PHONE** to finish the call.

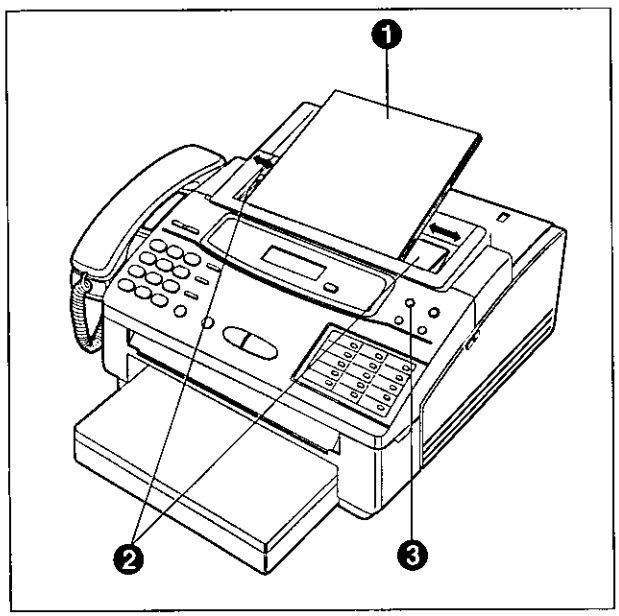
3

Hints for speakerphone operation

- Use the speakerphone in a quiet room for best performance.
- If the other party has difficulty hearing you, adjust the volume using the VOLUME buttons (see page 12).
- If you and the other party speak at the same time, parts of your conversation will be lost.
- If you wish to switch to the handset from the speakerphone, lift the handset. To switch to the speakerphone, press the SP-PHONE button.

Transmitting documents

Loading documents



1. Insert the documents FACE DOWN until a beep tone is heard.
   —The unit can accept up to 15 sheets of paper at a time.

2. Adjust the document guides to the width of the documents.

3. Select the resolution by pressing **RESOLUTION** if needed (see below).

Note:

- *If the top edge of the document is curled, flatten it and insert the document.*
- *If you wish to send 16 or more sheets at a time, insert the first 15 sheets of the documents. Add the extra sheets, up to 15 sheets at a time, before the last sheet is fed into the unit.*

Setting the resolution

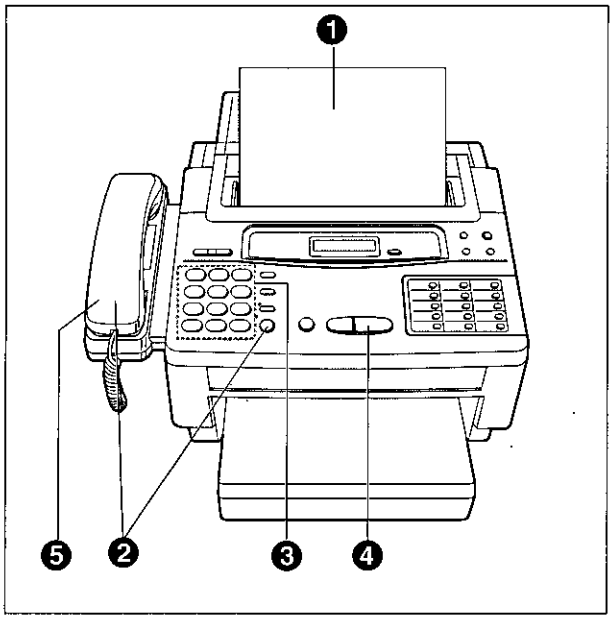
Depending on the quality of the originals, you can select the desired resolution. Feed the document into the unit, then press the **RESOLUTION** button repeatedly until the desired setting is shown on the display.

STANDARD: Suitable for printed or typewritten originals with normal-sized characters.
FINE: Suitable for originals with small printing.
HALF TONE: Useful for originals containing photographs, shaded drawings, etc.

Note:

- *Using the FINE or HALF TONE setting will increase transmission time.*
- *If the setting is changed during page feeding, it will be effective from the next sheet.*

Transmitting documents manually



1. Insert the documents FACE DOWN until a beep tone is heard.
2. Press **SP-PHONE** or lift the handset, then listen for the dial tone.
3. Dial a phone number.
4. When a fax tone is heard, press **START/SET.**
5. Replace the handset if using it.
   —The unit will start transmission.

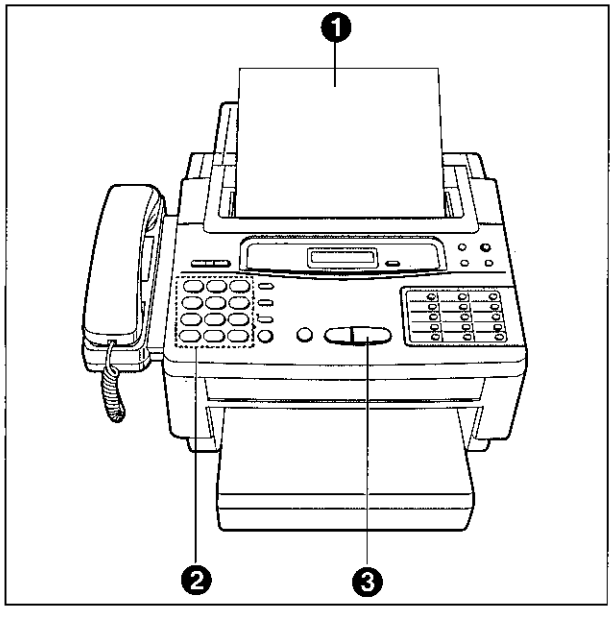
Note:

- *If the other party answers your call, ask them to start to receive a fax, then press your START/SET button.*
- *If you misdial, hang up and dial again.*
- *To stop transmission, press the STOP button.*
- *When you wish to send documents overseas, use overseas transmission feature (see page 36).*

4

Transmitting documents with fewer procedures

You can transmit documents without using the handset or the SP-PHONE button.



1. Insert the documents FACE DOWN until a beep tone is heard.
2. Enter the phone number.
   — If you misdial, press the STOP button, then enter the correct number.
3. Press **START/SET.**
   — The unit will start to dial and transmit the documents.

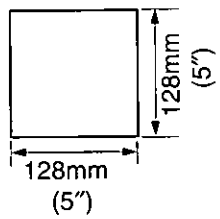
Note:

- *If there is no answer or the line is busy, the unit will automatically redial the number up to 5 times. To cancel redialing, press the STOP button.*
- *When you wish to send documents overseas, use overseas transmission feature (see page 36).*

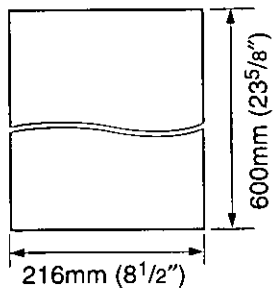
Documents you can send

The unit can transmit documents that meet the following conditions.

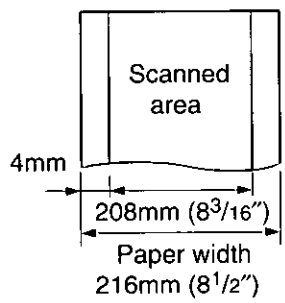
Minimum size



Maximum size



Effective scanning area



Document weight

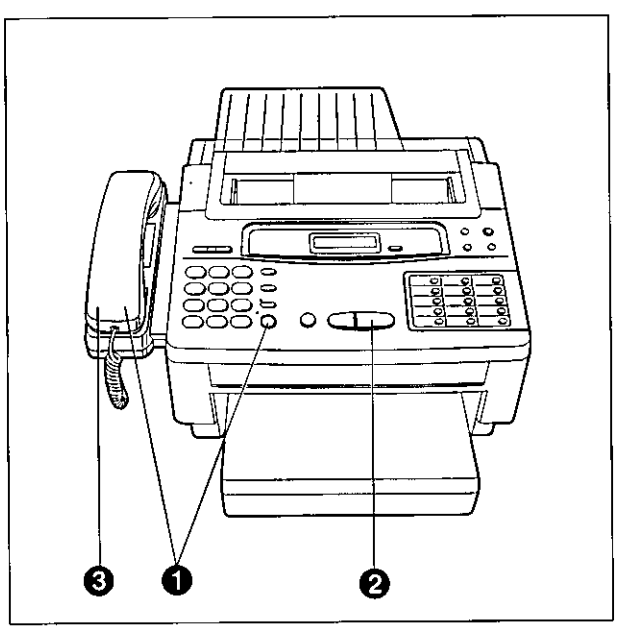
Single sheet:
45 to 90 g/m^2 (12 to 24 lb.)
Multiple sheets :
60 to 75 g/m^2 (16 to 20 lb.)

Note:

- *Remove clips, staples or other similar fastening objects from a document.*
- *Check that ink, paste or correction fluid on the documents have completely dried.*
- *Do not feed the following types of documents into the unit. Make copies of these documents by using a copier then use these copies for fax transmission.*
  - *— Paper with a chemically treated surface such as carbon paper or carbonless duplicating paper*
  - *— Electrostatically charged paper*
  - *— Heavily curled, creased or torn paper*
  - *— Paper with a coated surface*
  - *— Small-sized paper*
  - *— Thin paper less than 45 g/m^2 (12 lb.)*
  - *— Thick paper over 90 g/m^2 (24 lb.)*
  - *— Paper with faint contrast between the printing and the background*
  - *— Paper with printing on the reverse side that can be seen through the front (e.g. newspaper)*

Manual reception

You can receive fax documents manually as follows.



❶ When the unit rings, press **SP-PHONE** or lift the handset to answer the call.

❷ When:
— document reception is required, or
— a slow beep is heard, or
— no sound is heard,
press **START/SET.**

❸ Replace the handset if using it.
— The unit will start reception.

Note:

- *To stop reception, press the STOP button.*

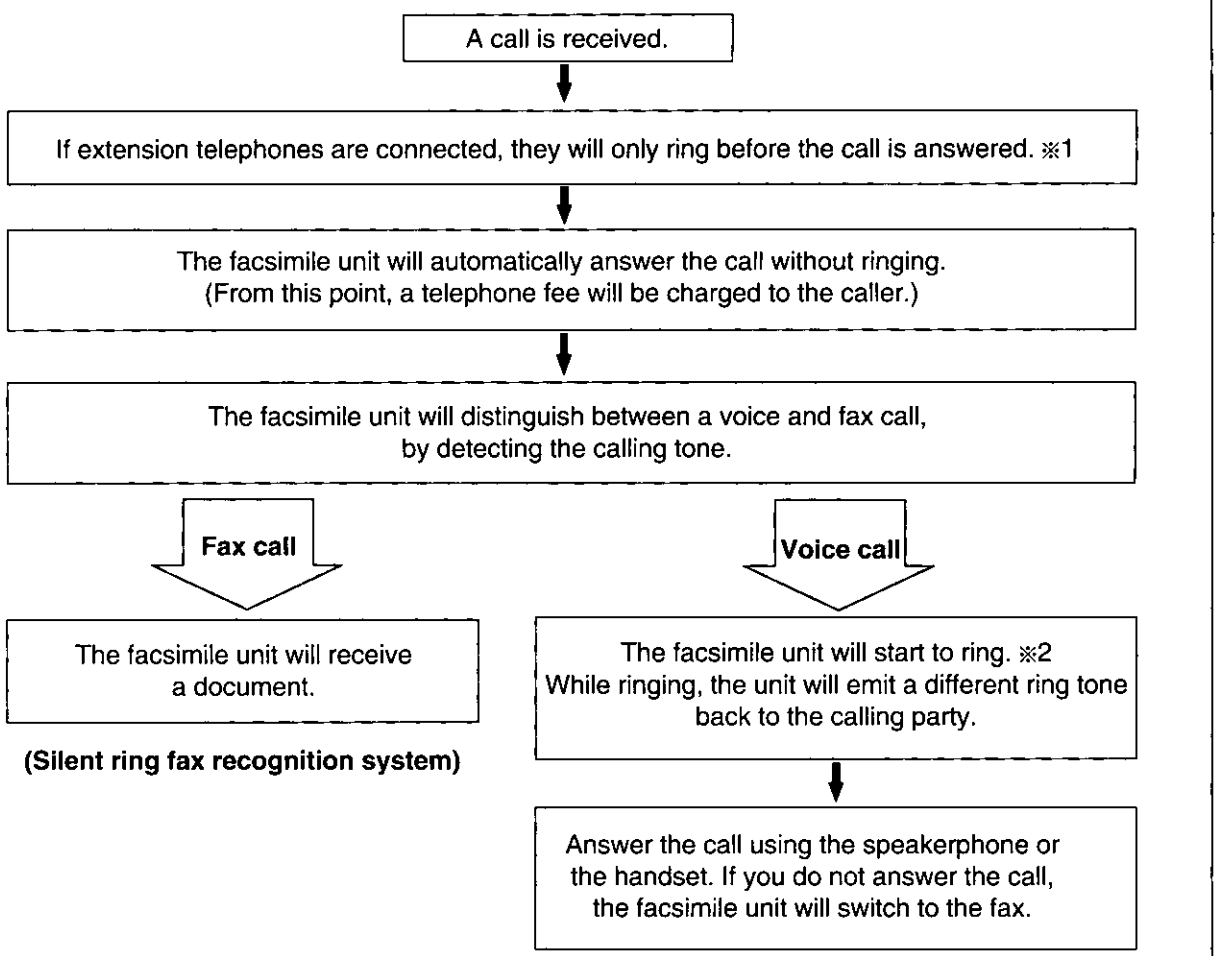
Automatic reception

Set to the TEL/FAX, FAX, or EXT.TAM mode by pressing **RECEIVE MODE**.
When a fax call is received, the unit will automatically activate the fax function to receive documents.

Caution:
• *Do not let more than 100 sheets of 75 g/m² (20 lb.) paper accumulate at one time on the paper cassette. This may cause a paper jam.*

Receiving in the TEL/FAX mode

When a call is received, the unit will work as follows.



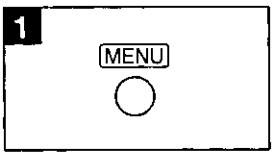
※1 The number of rings can be changed. See "Setting the TEL/FAX ring count" on page 20.
※2 The number of rings can be changed. See "Setting the silent ring fax recognition ring count" on page 20.

Note:

• *Some fax messages which are transmitted manually may not be sent using a calling tone. These calls must be received manually.*

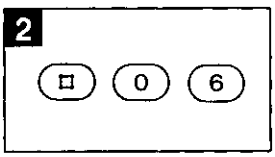
■ *Setting the TEL/FAX ring count*

This feature determines the number of rings the unit answers a call in the TEL/FAX mode.
You can change the number of rings from 1 to 4.



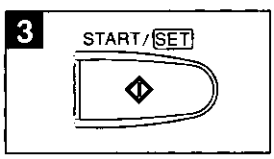
Press **MENU**.

SYSTEM SET UP



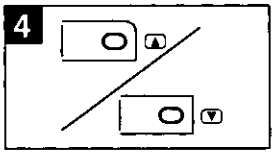
Press **#**, then **06**.

TEL/FAX RING

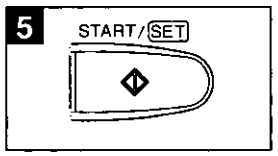


Press **START/SET**.

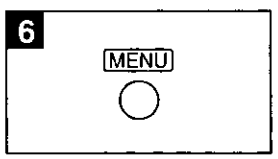
COUNT=1 [▲▼]



Press ▲ or ▼ to select the desired number of rings.



Press **START/SET** to store the setting.



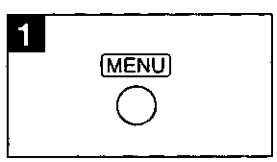
Press **MENU** to end the program.

Note:

• If an external telephone has the caller ID/call display feature, set the number of rings to more than 2.

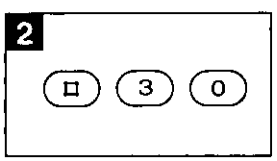
■ *Setting the silent ring fax recognition ring count*

When a fax call is received in the TEL/FAX mode, the unit will automatically activate the fax function without ringing. If the unit detects a voice call, it will ring. The number of rings can be set from 3 to 6.



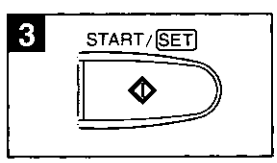
Press **MENU**.

SYSTEM SET UP



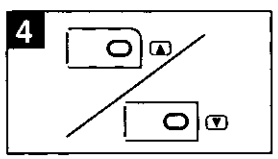
Press **#**, then **30**.

SILENT FAX RING

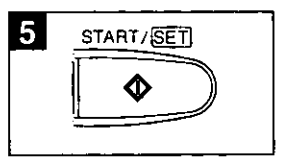


Press **START/SET**.

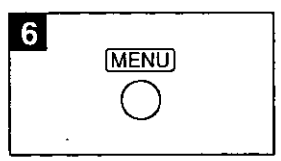
COUNT=3 [▲▼]



Press ▲ or ▼ to select the desired number of rings.



Press **START/SET** to store the setting.



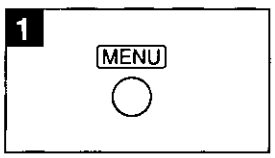
Press **MENU** to end the program.

Receiving in the FAX mode

When a call is received, the unit will ring and activate the fax function.

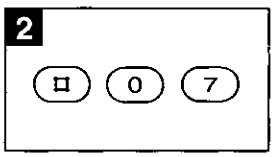
■ *Setting the FAX ring count*

This feature determines the number of rings the unit answers a call in the FAX mode.
You can change the number of rings from 1 to 4.



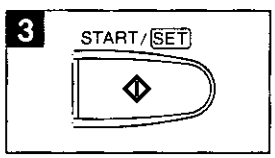
Press **MENU**.

SYSTEM SET UP



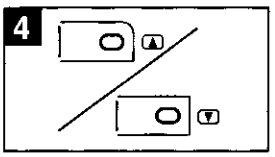
Press **#**, then **07**.

FAX RING

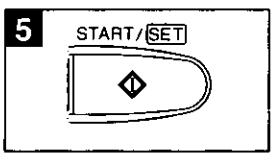


Press **START/SET**.

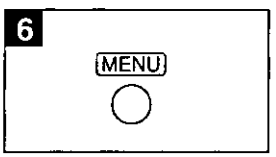
COUNT=1 [▲▼]



Press ▲ or ▼ to select the desired number of rings.



Press **START/SET** to store the setting.



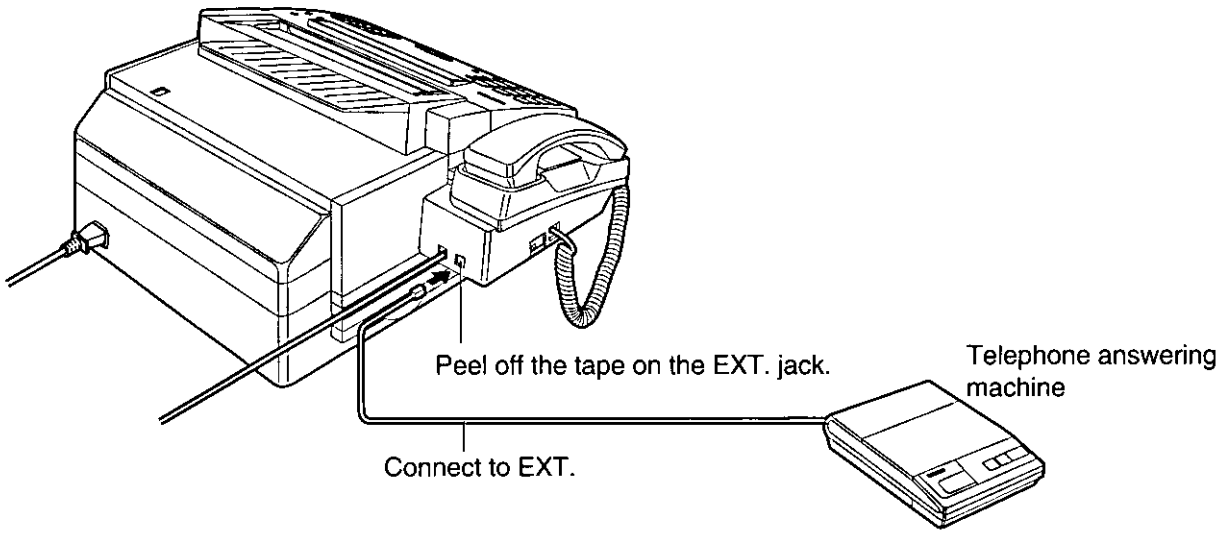
Press **MENU** to end the program.

Note:

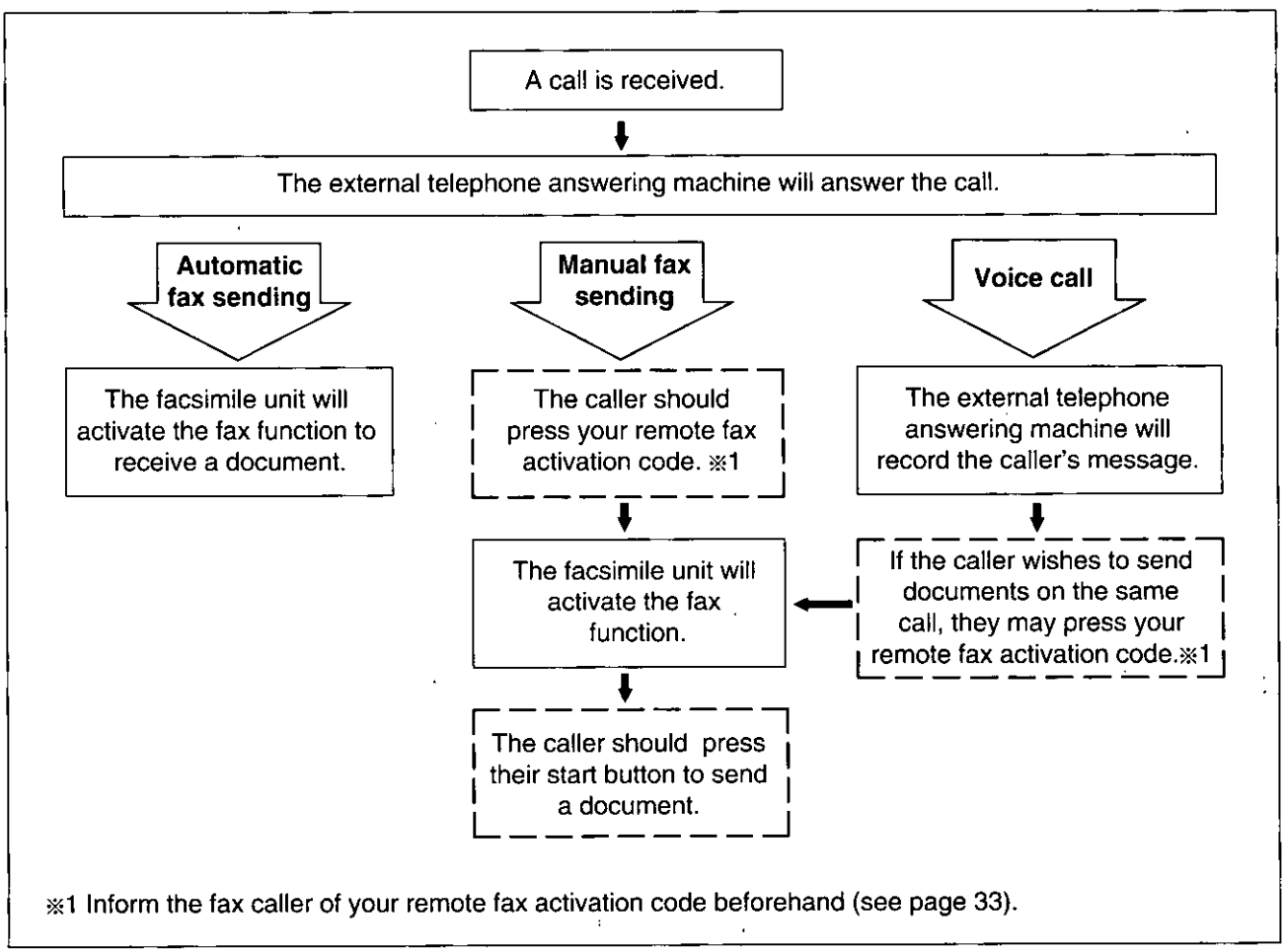
- *If you wish to be able to answer a call before the unit does, increase the number of rings.*
- *If you find difficulty in receiving faxes from machines that have an automatic transmission feature, decrease the number of rings.*
- *If an external telephone with a caller ID/call display feature is connected, set the number of rings to more than 2.*

Receiving in the EXT. TAM mode

This mode is used only when an EXTernal Telephone Answering Machine (EXT.TAM) has been connected to the facsimile unit.



When a call is received, the incoming voice message will be recorded on the answering machine, and a fax message will be received on the facsimile unit.



※1 Inform the fax caller of your remote fax activation code beforehand (see page 33).

■ *Setting up the answering machine*

1. Set the desired number of rings (1 to 4) on the telephone answering machine.
2. Record a greeting message referring to the example below.
   "This is (your name, business and/or telephone number). We are unable to answer the phone right now. Please leave a message after the long beep. To send a fax, dial my remote fax activation code and start transmission. Thank you."
   — Do not pause for more than 4 seconds in the message.
   — Your message can be 8 to 16 seconds long. We recommend you to keep it around 10 seconds in length.
   — Inform the fax caller of your remote fax activation code beforehand (see page 33).
3. If your answering machine is equipped with a remote operation feature, you must set the same access code (remote TAM activation ID) as stored on the answering machine in the unit's memory. See below.

Helpful hint:

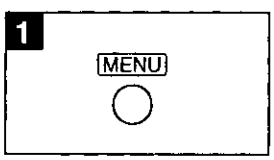
- *Transmit the leaflet on page 63 to several of your associates. This way, you can tell them the procedure for transmitting documents and/or recording voice-messages.*

■ *Setting the remote TAM activation ID*

Set the same ID code on the facsimile unit as programmed on your answering machine.

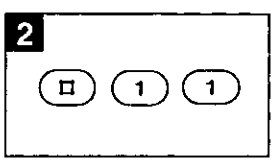
Important:

- *Note that this code should be different from the remote fax activation code (see page 33) and the junk mail prohibitor ID (see page 34).*



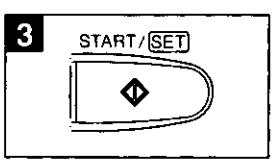
Press **MENU**.

```
SYSTEM SET UP
```



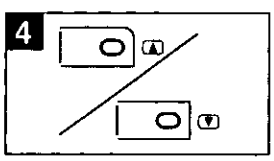
Press **#**, then **11**.

```
REMOTE TAM ACT.
```



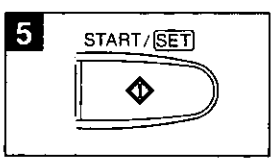
Press **START/SET**.

```
MODE=OFF   [▲▼]
```



Press ▲ or ▼ to select "ON".

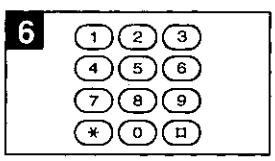
```
MODE=ON    [▲▼]
```



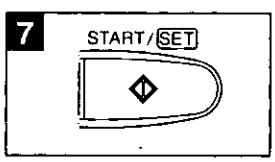
Press **START/SET**.

```
ID=11
```

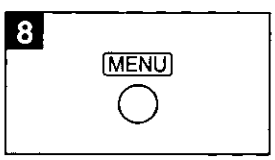
— The display shows the current ID pre-selected.



Enter the new ID number.



Press **START/SET** to store the number.



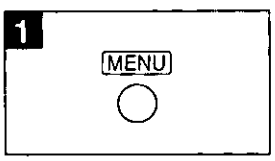
Press **MENU** to end the program.

■ *Setting the silent detection*

This feature allows the facsimile unit to activate the fax function automatically when a silent pause longer than 4 seconds is detected in the EXT.TAM mode.

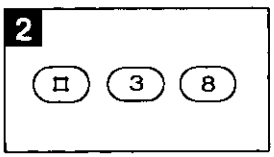
Helpful hints:

- *If you wish to receive documents from stations that do not send a calling tone after dialing, activate this feature.*
- *If you use a single cassette tape to give a greeting message and to record incoming messages, deactivate this feature.*



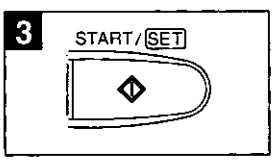
Press **MENU**.

SYSTEM SET UP



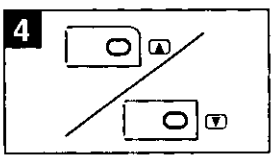
Press **#**, then **38**.

SILENT DETECT.

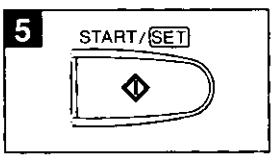


Press **START/SET**.

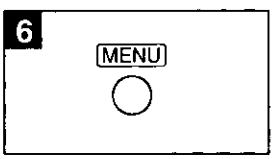
MODE=ON [▲▼]



Press ▲ or ▼ to select the desired mode.



Press **START/SET** to store the setting.

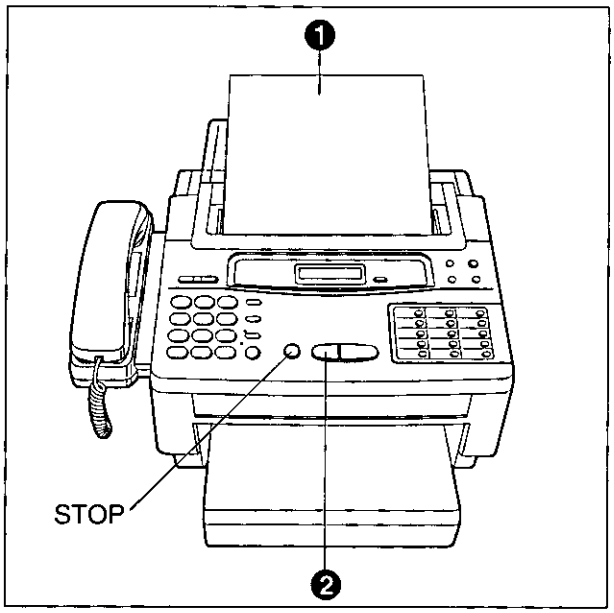


Press **MENU** to end the program.

■ *Notice when using with an answering machine*

- *Every time the facsimile unit receives a document, a silent pause or a fax tone may be recorded on the tape.*
- *Advise callers that they should not pause for over 4 seconds while recording their voice messages. Otherwise, the facsimile unit may switch to the fax function.*
- *When your answering machine runs out of recording tape, your facsimile unit may not be able to receive a document. Rewind the tape and prepare for recording.*
- *When you set the answering machine to give only a greeting message, fax reception may not be available. We recommend to set your answering machine to record messages.*
- *If you answer a call with the answering machine and pause for over 4 seconds, the facsimile unit may switch to the fax function and you may not be able to talk with the other party. To continue the conversation, press the STOP button on the facsimile unit.*
- *When the answering machine does not answer a call after 5 rings, the facsimile unit will activate the fax function.*
- *Set the receive mode of the facsimile unit to the TEL mode under the following conditions:*
  — when you wish to set the number of rings on the answering machine to more than 5, or
  — when you wish to use auto transfer functions (transfer, pager alert, etc.) on the answering machine.
  Note that automatic fax sending can not be received automatically in the TEL mode.

Making a copy



❶ Insert the documents FACE DOWN until a beep tone is heard.
— The unit can copy up to 15 sheets of paper at a time.

❷ Press **COPY**.
— The unit will start copying.

Note:
- *Any transmittable document can be copied (see page 18).*
- *When copying, the unit will automatically select FINE resolution. Depending on the originals, select the desired resolution. For further details, see page 16.*
- *You can make or receive a voice call while making a copy.*
- *To stop copying, press the STOP button. The unit will stop copying and eject the documents.*

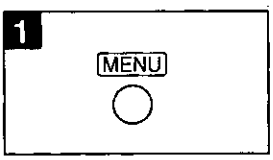
Storing Tel/Fax numbers

The unit's memory allows you to use both one-touch dialing and speed dialing for rapid access to your most frequently dialed numbers.

One-touch dialing: Assigned to direct call station keys.
KX-F1000: Direct call station no. 1–14
KX-F1020: Direct call station no. 1–26
Speed dialing: Assigned to 2-digit numbers.
KX-F1000: Dialing station no. 00–59
KX-F1020: Dialing station no. 00–79

To store phone numbers into memory, proceed as follows.

1

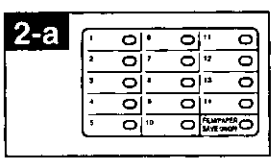


Press **MENU** until the following is displayed.

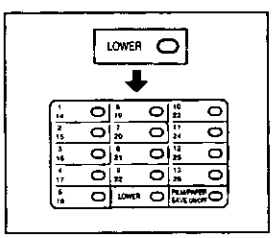
```
STORE TEL NO.
```

For one-touch dialing:

2-a



OR

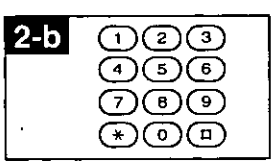


■ **Station no. 1–14 for KX-F1000/ Station no. 1–13 for KX-F1020:**
Press the desired direct call station key.

■ **Station no. 14–26 for KX-F1020:**
Press **LOWER**, then press the desired direct call station key.

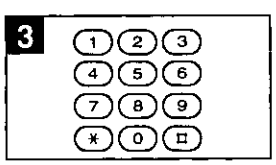
For speed dialing:

2-b



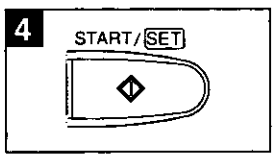
Press **#**, then press the desired 2-digit number (00–59 for KX-F1000/ 00–79 for KX-F1020).

3



Enter a phone number up to 30 digits in length.
— If you make a mistake, press STOP, then make corrections.

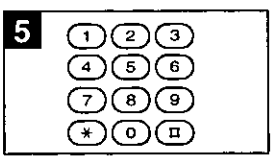
4



Press **START/SET** to store the number.

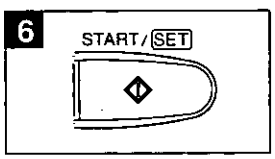
```
NAME=
```

5



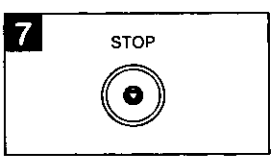
Enter the station name, up to 10 characters (see page 11).

6

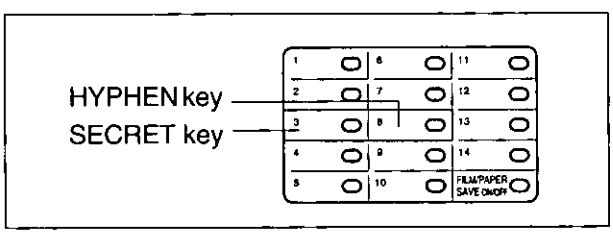


Press **START/SET** to store the station name.
—To program other stations, repeat from step 2.

7



Press **STOP** to end the program.

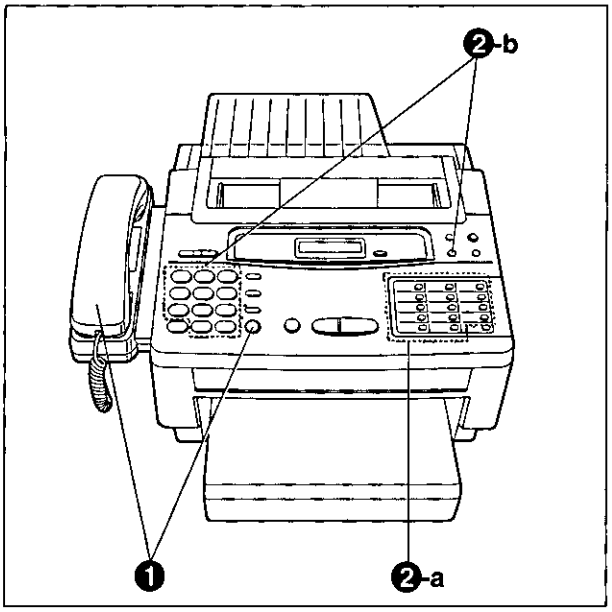


Note:

- *To enter a hyphen in a phone number, press the HYPHEN (direct call station 8) key. A hyphen counts as two digits.*
- *You can confirm that phone numbers and their station names have been correctly stored by printing a telephone number list (see page 44).*
- *When you would like a phone number not to appear on the display and on the telephone number list print out, you can keep the whole or portion of the number secret. Press the SECRET (direct call station 3) key before and after the phone number you wish to keep secret. Pressing the SECRET key once counts as two digits.*

Making voice calls

You can dial a phone number automatically using one-touch dialing or speed dialing.
For storing phone numbers, see page 26.



❶ Press **SP-PHONE** or lift the handset.

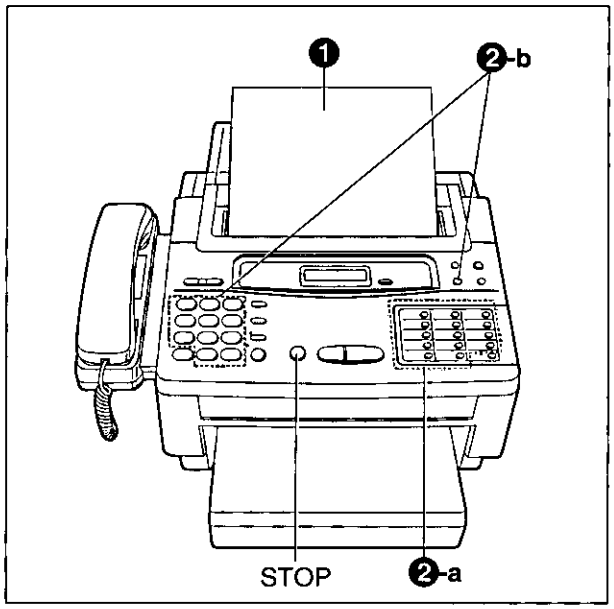
❷-a **Using one-touch dialing:**
- **Station no. 1–14 for KX-F1000**
  Station no. 1–13 for KX-F1020:
  Press the desired direct call station key.
- **Station no. 14–26 for KX-F1020:**
  Press **LOWER**, then press the desired direct call station key.

❷-b **Using speed dialing:**
Press **DIRECTORY**, then press # and the desired 2-digit number (00–59 for KX-F1000/ 00–79 for KX-F1020).

Note:
- *You can also use the electronic telephone directory to make a voice call (see page 28).*

Transmitting documents

You can transmit documents automatically using one-touch dialing or speed dialing.
For storing phone numbers, see page 26.



❶ Insert the documents FACE DOWN until a beep tone is heard.

❷-a **Using one-touch dialing:**
- **Station no. 1–14 for KX-F1000**
  Station no. 1–13 for KX-F1020:
  Press the desired direct call station key.
- **Station no. 14–26 for KX-F1020:**
  Press **LOWER**, then press the desired direct call station key.

❷-b **Using speed dialing:**
Press **DIRECTORY**, then press # and the desired 2-digit number (00–59 for KX-F1000/ 00–79 for KX-F1020).

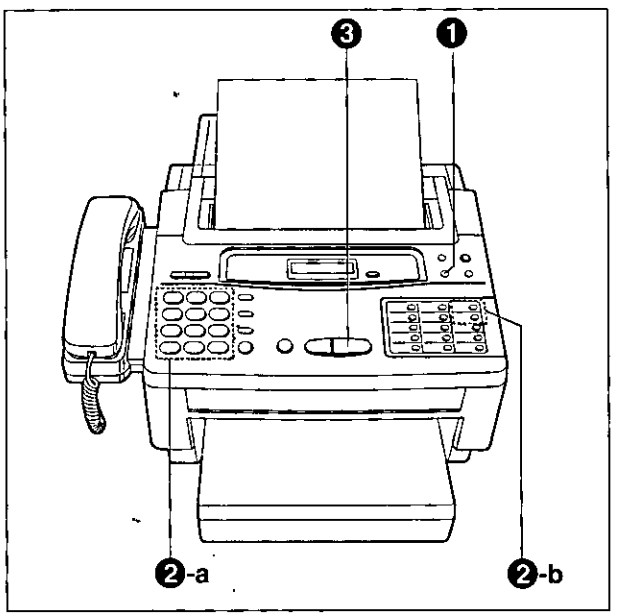
Note:
- *If there is no answer or the line is busy, the unit will automatically redial the number up to 5 times. To cancel redialing, press the STOP button.*

Electronic telephone directory

The station names stored in memory will be automatically registered into the electronic telephone directory in alphabetical order. You can make a fax or voice call by selecting the desired station name on the display.

How to use the electronic telephone directory

If you wish to send a fax, insert the documents into the document feeder first.



❶ Press **DIRECTORY**.

```
SELECT INDEX
```

❷-a Press the dial key in which the first initial of a station name is assigned (see Index table below).

Example: *To search a name with initial "N":* Press **6** repeatedly until the first station name with initial "N" is displayed and press ▼ until the desired name is displayed.

or

❷-b Press ▲ or ▼ repeatedly until the desired name is displayed.

❸ Press **START/SET**.
— The unit will start dialing.
— If a document has been fed into the unit, the unit will start transmission.

Index table

Dial key	Index	Dial key	Index
1	1	7	P, Q, R, S, 7
2	A, B, C, 2	8	T, U, V, 8
3	D, E, F, 3	9	W, X, Y, Z, 9
4	G, H, I, 4	0	0
5	J, K, L, 5	✳	Other Symbols
6	M, N, O, 6	#	(Used for speed dialing.)

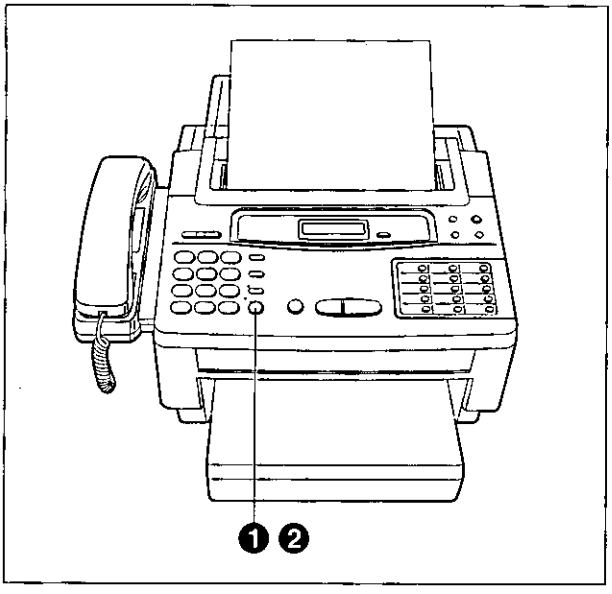
Voice contact

You can have a voice conversation with the same call after the fax message is completed. This will save the extra expense and time of making another call.

Important:

• This feature works only when the other party's unit is equipped with a voice contact feature.

Initiating voice contact



❶ Press **SP-PHONE/VOICE STDBY** while transmitting or receiving documents.

```
VOICE STANDBY
```

— Your unit will call the other party with a distinctive ring.

❷ When the other party answers, the unit will emit a distinctive ring. Press **SP-PHONE/VOICE STDBY** or lift the handset to start speaking.

Note:

• If you initiate voice contact during transmission, you can speak after all the documents have been transmitted.

• If you initiate voice contact during reception, you can speak after the current page of the document is received.

• If the other party does not answer, the line will be automatically disconnected.

Receiving a request for voice contact

If the other party initiates voice contact, your unit will emit a distinctive ring after transmission or reception is completed.

When the distinctive ring is heard, press **SP-PHONE/VOICE STDBY** or lift the handset, then start speaking.

Note:

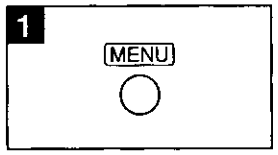
• If you do not answer within 10 seconds of hearing the distinctive ring, the line will be automatically disconnected.

Polling

The polling feature allows you to receive a document from another compatible machine where you pay for the call as opposed to the document being sent to you, thereby saving the other party call charges. This unit can perform both receive and transmit polling.

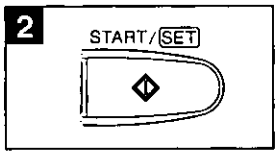
Receive polling

To place a call and recover a document from another machine, follow the steps below. Make sure that no documents have been fed into your unit and that the other party's machine is ready for your call.



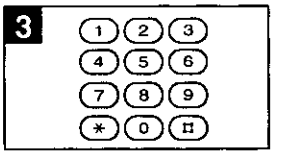
Press **MENU** until the following is displayed.

```
POLLING
```

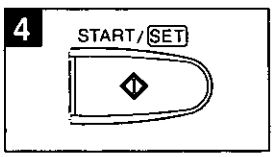


Press **START/SET**.

```
NO.=
```



Enter the phone number by using one-touch dialing, speed dialing or a full number.

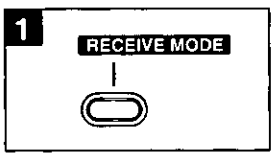


Press **START/SET**.
— When using speed dialing, press START/SET again.
— The unit will start polling.

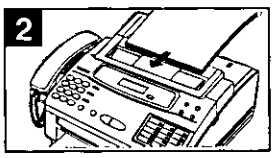
Note:
• If there is no answer or the line is busy, the unit will automatically redial the number up to 5 times.

Transmit polling

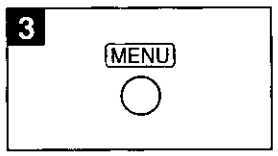
A document stored in your unit can be recovered by another party's machine.
To let other machines retrieve documents loaded on your unit, proceed as follows.



Set the unit to the EXT.TAM, TEL/FAX or FAX mode by pressing **RECEIVE MODE**.

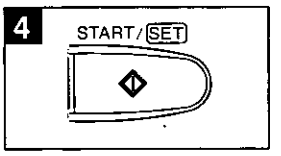


Insert the documents FACE DOWN until a beep tone is heard.



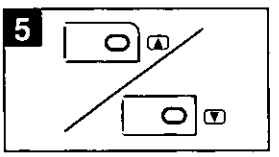
Press **MENU** until the following is displayed.

```
POLLED
```



Press **START/SET**.

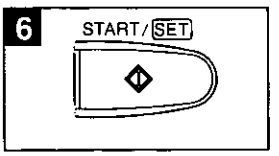
```
MODE=OFF  [▲▼]
```



Press ▲ or ▼ to select "ON".

```
MODE=ON   [▲▼]
```

— If this feature is not required, select "OFF".



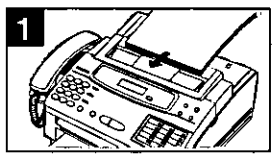
Press **START/SET**.

```
POLLED ON
```

Note:
• When delayed transmission (see page 31) is set to ON, this feature is not available.

Delayed transmission

This unit can send fax documents automatically at a specific time. This will allow you to take advantage of low-cost calling hours offered by your telephone company.
Delayed transmission can be programmed up to 24 hours in advance.

1 

Insert the documents FACE DOWN until a beep tone is heard.

2 MENU

Press **MENU**.

```
SYSTEM SET UP
```

3 # 2 5

Press **#**, then **25**.

```
DELAYED XMT
```

4 START/SET

Press **START/SET** .

```
MODE=OFF   [▲▼]
```

5

Press ▲ or ▼ to select "ON".

```
MODE=ON    [▲▼]
```

— If this feature is not required, select "OFF".

6 START/SET

Press **START/SET**.

```
NO.=
```

7 1 2 3 / 4 5 6 / 7 8 9 / * 0 #

Enter the phone number using one-touch dialing, speed dialing or a full number.
— You can use the electronic telephone directory (see page 28).

8 START/SET

Press **START/SET** to store the number.
— When using speed dialing, press START/SET again.

```
TIME=12:00AM
```

9 1 2 3 / 4 5 6 / 7 8 9 / * 0 #

Enter the transmission start time.

Example: 11:00PM
Press **1100**, then press # to select PM.
—To select AM, press *.

10 START/SET

Press **START/SET** to store the setting.

11 MENU

Press **MENU** to end the program.

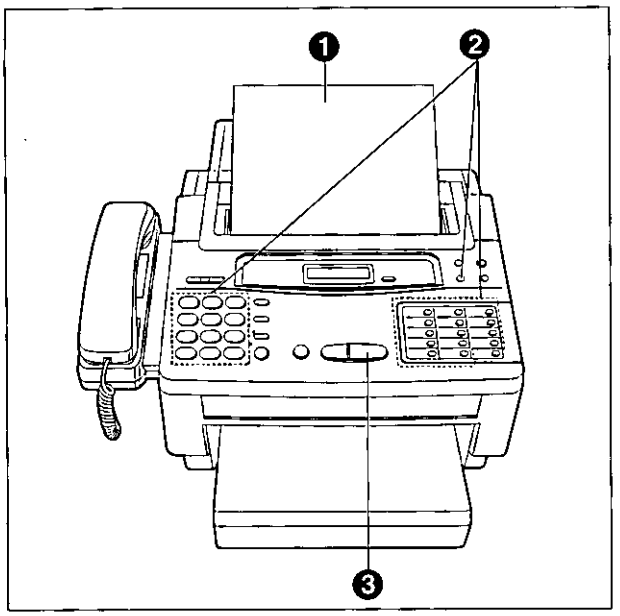
— When the programmed time has come, the unit will automatically start transmission.

Note:

- *If there is no answer or the line is busy, the unit will automatically redial the number up to 5 times.*
- *You can receive, transmit and copy documents while the delayed transmission is set.*
- *If the programmed start time is during a power failure, delayed transmission will be attempted soon after power is restored.*
- *When transmit polling (see page 30) is set to ON, delayed transmission is not available.*

Reserving transmission during fax reception

While the unit is receiving documents, you can reserve your fax transmission to another station. The unit will automatically transmit documents after fax reception is complete.



1. Insert the documents FACE DOWN during fax reception.

2. Enter the phone number by using:
   — One-touch dialing
   — Speed dialing
   — Full number dialing
   — Electronic telephone directory (see page 28.)

3. Press **START/SET**.
   — The display will show as follows.

   XMT RSV. ON

Note:

• To cancel the reservation, remove the documents from the document feeder tray.

Printing a cover page

The unit can print a cover page to attach to documents you send.

Sample of a cover page:

[FAX COVER PAGE]

DATE :

TO : NAME : _____
FAX NO. : _____

FROM : NAME : _____
FAX NO. : _____

Number of Pages : _____ (including cover page)

Subject / Notes :

_____

_____

To print a cover page, proceed as follows:

1 MENU

Press **MENU** until the following is displayed.

PRINT LIST

2 1 2 3 / 4 5 6 / 7 8 9 / * 0 #

Press #, then 7.

FAX COVER PAGE

3 START/SET

Press **START/SET** to start printing.

PRINTING

4 MENU

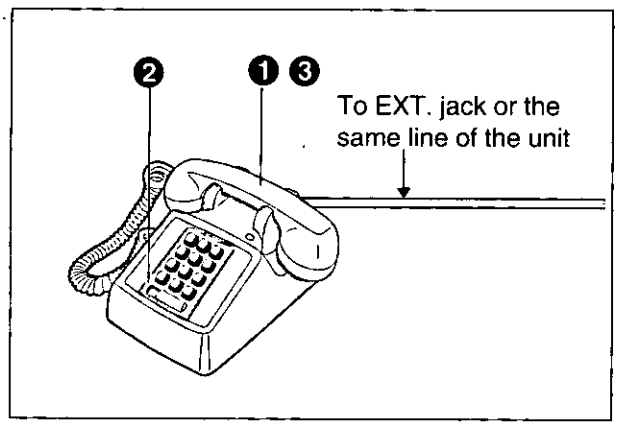
Press **MENU** to end the operation.

Remote fax receiving using an extension

If you have an extension phone connected to your facsimile unit or on the same line, it is possible to receive a fax message to your facsimile unit. Using the extension phone, dial the remote fax activation code.
This saves you from going to the facsimile unit and pressing the START button.

Important:
- *To activate this feature, use a touch tone telephone as the extension phone.*
- *The remote fax activation code is set to "* * *" as a pre-selected setting. This code can be changed as below.*

Using an extension phone



❶ When a call is received, lift the handset of the extension phone.

❷ When:
— document reception is required, or
— a slow beep is heard, or
— no sound is heard,
press * * (remote fax activation code).

❸ Replace the handset.
— The facsimile unit will activate the fax function to receive documents.

Changing the remote fax activation code

This code can be from 1 to 4 digits in length using the numbers 0 through 9 or the character *.

Important:
- *The remote fax activation code should be different from the remote TAM activation ID (see page 23) and should not be set to "0000".*

1 [MENU]

Press **MENU.**

SYSTEM SET UP

2 [#] [4] [1]

Press #, then **41.**

REMOTE FAX ACT.

3 [START/SET]

Press **START/SET.**

CODE= * *

4 [1] [2] [3] [4] [5] [6] [7] [8] [9] [*] [0] [#]

Enter the new code number.

5 [START/SET]

Press **START/SET** to store the number.

6 [MENU]

Press **MENU** to end the program.

Note:
- *Some special telephone company services will require you to press a service access code. If you subscribe to such services, the whole or part of the remote fax activation code must be different from the service access code.*

Junk mail prohibitor

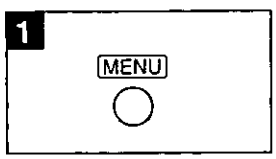
This feature prevents reception from facsimile machines whose phone numbers are not stored in automatic dialing. To activate this feature, set the unit in the EXT.TAM, TEL/FAX or FAX mode and follow the steps below.

Important:

- *This feature does not work under the following conditions:*
  - *— when manual reception is performed, or*
  - *— the other party does not program their facsimile ID number correctly.*
- *If you wish to receive documents from unauthorized machines, inform your junk mail prohibitor ID to callers, and ask them to transmit documents manually (see helpful hint below).*
- *The junk mail prohibitor ID must be different from the first 2 digits of the remote TAM activation ID (see page 23.) e.g. If the remote TAM activation ID is "321", do not use "32" as a junk mail prohibitor ID.*

Setting the junk mail prohibitor

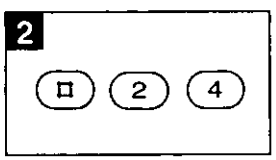
1



Press **MENU**.

```
SYSTEM SET UP
```

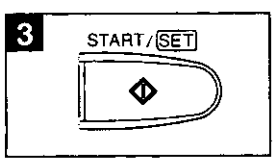
2



Press **#**, then **24**.

```
JUNK MAIL PROH.
```

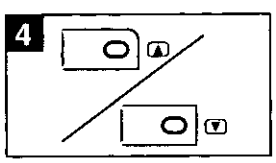
3



Press **START/SET** .

```
MODE=OFF  [▲▼]
```

4

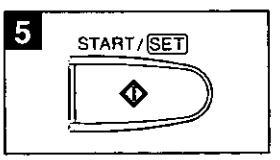


Press ▲ or ▼ to select "ON".

```
MODE=ON   [▲▼]
```

— If this feature is not required, select "OFF".

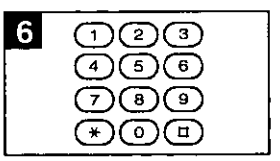
5



Press **START/SET** to store the setting.

```
ID=22
```

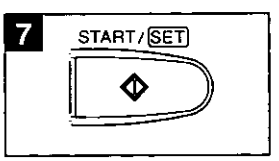
6



If you wish to change the junk mail prohibitor ID, enter the desired 2-digit number.

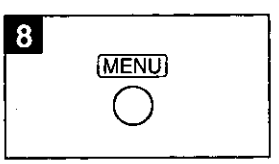
— 0, # and ✳ cannot be used.

7



Press **START/SET** to store the number.

8



Press **MENU** to end the program.

Helpful hint for transmitting documents to your unit with the prohibitor ID:

Even if the junk mail prohibitor feature is activated, a designated caller will be able to transmit documents. Give your junk mail prohibitor ID to all your designated callers, and advise them of the following steps. This operation is available only when your unit is in the TEL/FAX or EXT.TAM mode.

1. *Call your unit.*
2. *Listen for the different ring tone or greeting message.*
3. *Dial the prohibitor ID.*
4. *Listen for the fax tone, and start transmission.*

Receiving with distinctive ring service

This unit has been equipped with a ring pattern detection feature. This feature enables you to use the distinctive ring service provided by your telephone company effectively.

The distinctive ring service gives you up to 3 phone numbers on a single telephone line, each will have a different ringing pattern.
When you wish to use one of the phone numbers as a facsimile telephone number, program the ringing pattern assigned into your unit. When the unit detects a call matching the selected distinctive ringing pattern, the unit will automatically activate the fax function to receive documents.
To use this feature properly, set the unit to the TEL/FAX or EXT. TAM mode (if an answering machine is used).

In the TEL/FAX mode, when a distinctive ringing pattern that matches your selection is detected, the unit will automatically answer the line and activate the fax function to receive documents. If other ringing patterns are received, the unit will ring until you pick up the phone.

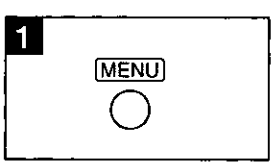
In the EXT.TAM mode, when a distinctive ringing pattern that matches your selection is detected, the unit will automatically answer the line and activate the fax function to receive documents. If other ringing patterns are received, the unit and the answering machine will activate depending on the call.

Note:
- *For more information on the distinctive ring service, please contact your telephone company.*
- *The unit automatically answers a distinctive ring call after the second ring. To change the number of rings, change the FAX ring count (see page 21) after setting the ring detection feature.*
- *When in the FAX mode, the unit will automatically answer all calls and activate the fax function.*
- *When in the TEL mode, you have to answer all calls manually.*

Programming the distinctive ringing pattern

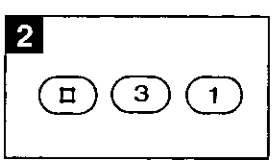
Ringing patterns that can be programmed:

OFF: Turns off the ring pattern detection feature (Initial setting)
A: Standard ring (One long ring)
B: Double ring (Two short rings)
C: Triple ring (Short-long-short rings)
D: Other triple ring (Short-short-long rings)



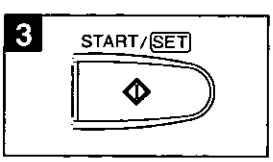
Press **MENU**.

SYSTEM SET UP



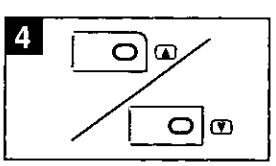
Press **#**, then **31**.

RING DETECTION

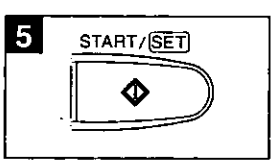


Press **START/SET**.

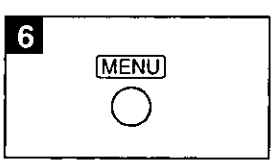
MODE=OFF [▲▼]



Press ▲ or ▼ to select the desired mode.
— If this feature is not required, select "OFF".



Press **START/SET** to store the setting.



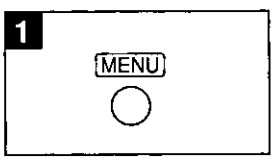
Press **MENU** to end the program.

7

Logo print position

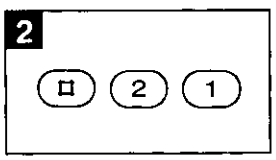
Logo, telephone number, date, time and page number will be printed on the transmitted documents from your unit in the following manner.

OUT: Outside of the transmitted document's paper size.
IN: Inside of the transmitted document's paper size.
OFF: Not printed.



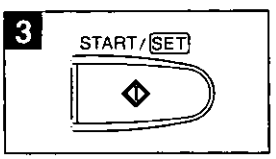
Press **MENU**.

SYSTEM SET UP



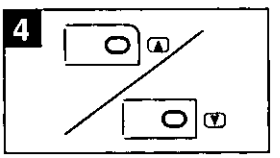
Press **#**, then **21**.

LOGO POSITION

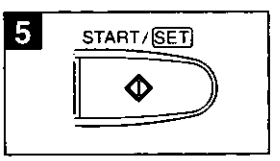


Press **START/SET**.

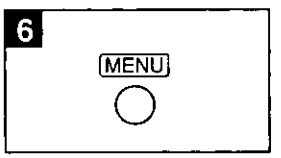
MODE=OUT [▲▼]



Press ▲ or ▼ to select the desired setting.



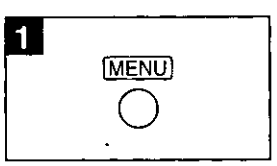
Press **START/SET** to store your selection.



Press **MENU** to end the program.

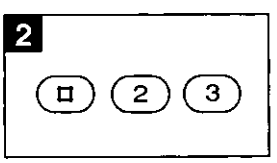
Overseas transmission mode

You may experience difficulty in transmitting documents overseas. This feature will make sending documents easier as the transmission speed is slowed down.



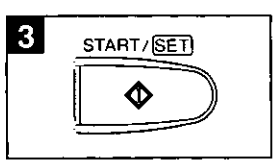
Press **MENU**.

SYSTEM SET UP



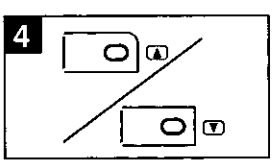
Press **#**, then **23**.

OVERSEAS MODE



Press **START/SET**.

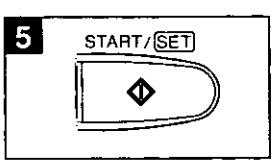
MODE=OFF [▲▼]



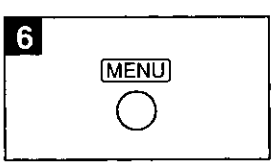
Press ▲ or ▼ to select "ON".

MODE=ON [▲▼]

— If this feature is not required, select "OFF".



Press **START/SET** to store your selection.

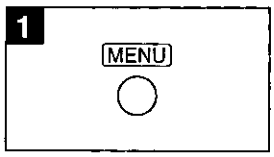


Press **MENU** to end the program.
— Start transmission procedure.

Note:
• After transmission is completed, this feature will be turned off automatically.
• When using this feature, transmission time will increase.

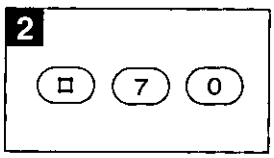
Pager alert

This feature allows your unit to call your pager automatically each time your unit receives a fax message.

1 

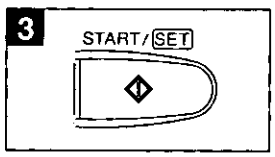
Press **MENU**.

```
SYSTEM SET UP
```

2 

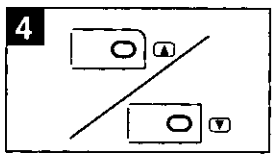
Press **#**, then **70**.

```
FAX PAGER
```

3 

Press **START/SET**.

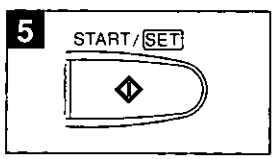
```
MODE=OFF   [▲▼]
```

4 

Press ▲ or ▼ to select "ON".

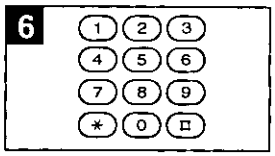
```
MODE=ON    [▲▼]
```

—If this feature is not required, select "OFF".

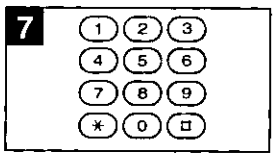
5 

Press **START/SET**.

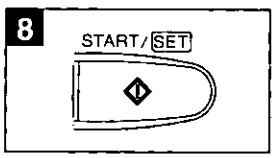
```
NO.=
```

6 

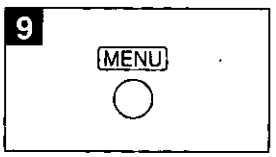
Enter your pager phone number. If necessary, press the PAUSE button twice. Contact your pager company regarding the proper pause time.

7 

If your pager has the ability to display phone numbers, enter the number that you wish to appear in the display. Press "#" if required by your pager company.

8 

Press **START/SET** to store the setting.

9 

Press **MENU** to end the program.

Note:

• You may enter a total of 30 digits and/or pause in steps 6 and 7 above.

Copy reduction mode

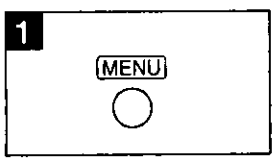
When you copy documents that are longer than the recording paper, the unit can reduce the original document and print it out on one page by programming a suitable reduction rate below. The reduction rate is determined by a combination of the size of recording paper and original document.

■ **Recommended reduction rate:**

Mode	Size of recording paper	Size of original document
OFF (pre-selected)	Letter	Letter
	Legal	Letter, A4, Legal
92%	Letter	A4
72%	Letter	Legal

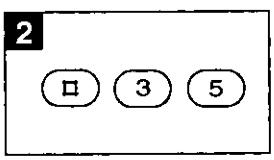
Letter = 216 × 279 mm ($8^1/_2$″ × 11″)
Legal = 216 × 356 mm ($8^1/_2$″ × 14″)
A4 = 210 × 297 mm (may not be available in the United States.)

To program a reduction rate, proceed as follows:

1 

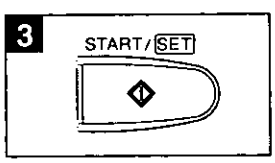
Press **MENU**.

SYSTEM SET UP

2 

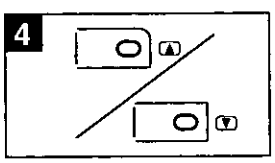
Press **#**, then **35**.

COPY REDUCTION

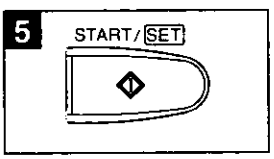
3 

Press **START/SET**.

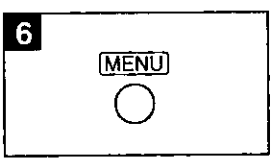
MODE=OFF [▲▼]

4 

Press ▲ or ▼ to select the desired mode.

5 

Press **START/SET** to store the setting.

6 

Press **MENU** to end the program.

Note:

- *If the appropriate reduction rate is not programmed, the document may be divided and the top of the second sheet will be deleted.*

Receiving reduction mode

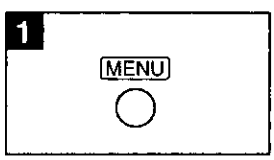
When the size of the documents sent by the other party is as large as, or larger than the recording paper, the unit can reduce each page of the document and print it out on the recording paper by programming a suitable reduction rate below.
The reduction rate is determined by a combination of the size of the recording paper and received document.

■ **Recommended reduction rate:**

Mode	Size of recording paper	Size of received document
OFF	Legal	Letter, A4
92% **(pre-selected)**	Letter	Letter
	Legal	Legal
86%	Letter	A4
72%	Letter	Legal

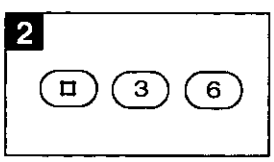
Letter = 216 × 279 mm ($8^1/_2$″ × 11″)
Legal = 216 × 356 mm ($8^1/_2$″ × 14″)
A4 = 210 × 297 mm (may not be available in the United States.)

To program a reduction rate, proceed as follows:



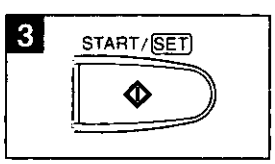
Press **MENU**.

SYSTEM SET UP



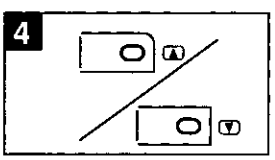
Press **#**, then **36**.

RX REDUCTION

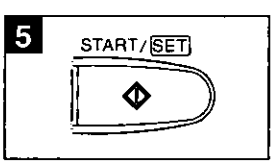


Press **START/SET**.

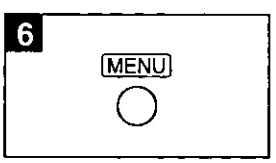
MODE=92% [▲▼]



Press ▲ or ▼ to select the desired mode.



Press **START/SET** to store the setting.



Press **MENU** to end the program.

Note:

- *This feature is not available when the film/paper save reception feature has been programmed (see page 40).*
- *Documents received by facsimile frequently have a heading on the top of each page which contains the sender's name/phone number. This increases the length of each page. Therefore, it is recommended to use the reduction mode.*
- *If the appropriate reduction rate is not programmed, the document will be divided.*

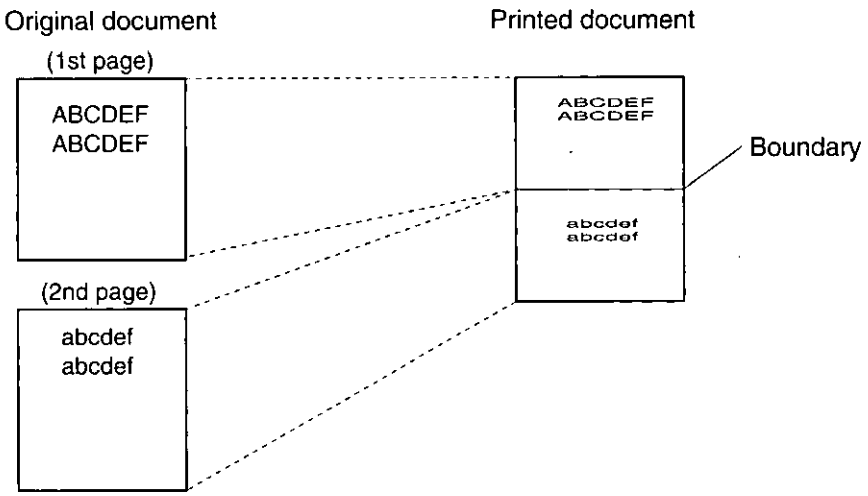
Film/Paper save reception

Use this feature if you wish to save film and recording paper when receiving two or more faxed pages. When this feature is set, the unit will reduce documents to half their length and print out two pages of documents on one page. A boundary will be printed out between the documents.

Important:

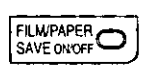
- *This feature will not work when the other party sends a document in fine resolution or other nonstandard resolutions.*

Sample of paper save print:



To activate this feature, proceed as follows:

1

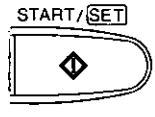


Press **FILM/PAPER SAVE.**

— The following messages will be alternately displayed.

```
PAPER SAVE=ON?
YES:PRESS SET
```

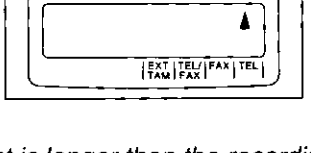
2



Press **START/SET.**

```
FILM/PAPER SAVE
```

— The arrow mark will be displayed.



To deactivate this feature, proceed as follows:

1

Press **FILM/PAPER SAVE.**

— The following messages will be alternately displayed.

```
PAPER SAVE=OFF?
YES:PRESS SET
```

2

Press **START/SET.**

Note:

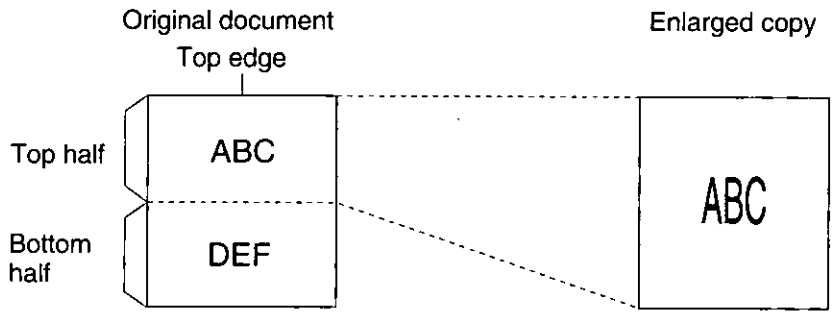
- *When a reduced document is longer than the recording paper, it will be printed on two pages. The continuation will be printed on next page and there may be wasted space. In this case, paper and film will not be saved for the wasted space. If you wish to fit the document onto one page, set this feature to off and program the suitable reduction rate for reception (see page 39).*
- *When documents are longer than legal size, the unit will not print the next page of the document on the same page.*
- *Paper and film will not be saved for a one page document and the last page of odd numbered documents (3, 5, 7, etc. pages).*

Extension copy

Use this feature to enlarge a document to twice the length of the paper that is correctly being used in the paper cassette. This feature is used to reverse the film/paper save function (see page 40).

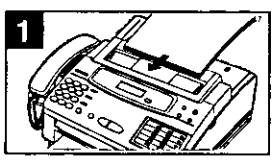
Sample of extension copy:

When you wish to enlarge the top half of the document:

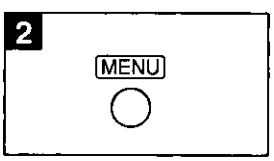


Insert a document into the unit from the top edge side FACE DOWN.

To activate this feature, proceed as follows:

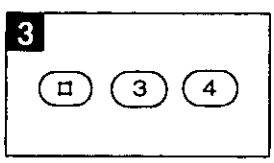


Insert the documents FACE DOWN until a beep tone is heard.



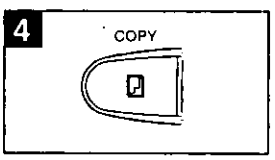
Press **MENU**.

SYSTEM SET UP



Press #, then **34**.

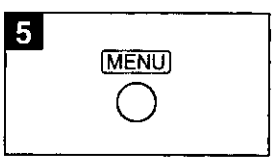
EXTENSION COPY



Press **COPY**.

COPYING

— The unit will start printing.



After printing, press **MENU** to end the operation.

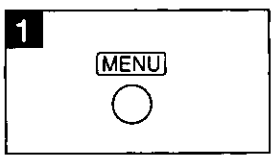
Note:

- *You cannot select FINE or HALF TONE resolution for this feature.*
- *To make an enlarged copy of the whole page whose length is as long as, or shorter than your installed paper, proceed as follows.*
  First insert the top half of the original document into the feeder tray and copy. Then turn the original around and insert the bottom half of the document into the feeder tray and copy.

Display contrast

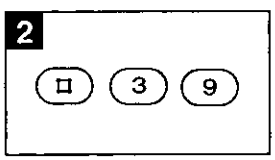
Use this feature to adjust the brightness of the display.
The following choices are available:

NORMAL: Pre-selected.
LIGHT: Used when the display contrast is dark.
DARKER: Used when the display contrast is light.



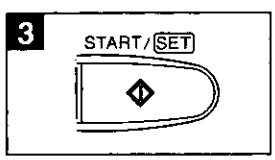
Press **MENU**.

```
SYSTEM SET UP
```



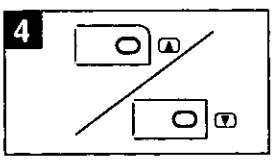
Press **#**, then **39**.

```
LCD CONTRAST
```

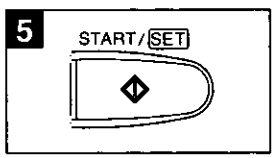


Press **START/SET**.

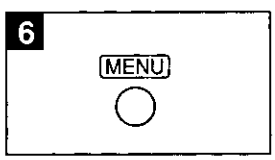
```
MODE=NORMAL[▲▼]
```



Press ▲ or ▼ to select the desired mode.



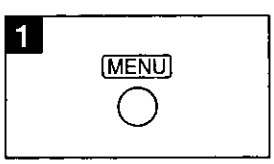
Press **START/SET** to store the setting.



Press **MENU** to end the program.

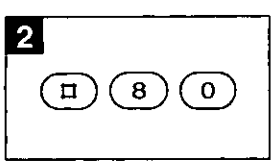
Resetting the advanced features

Use this feature to return the advanced features (see page 47) to their initial settings.



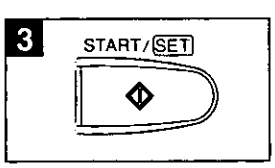
Press **MENU**.

```
SYSTEM SET UP
```



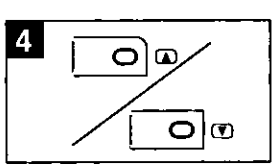
Press **#**, then **80**.

```
SET DEFAULT
```



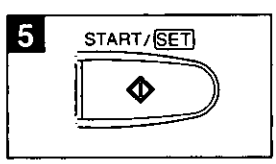
Press **START/SET**.

```
RESET=NO  [▲▼]
```



Press ▲ or ▼ to select "YES".

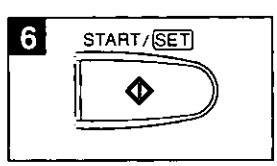
```
RESET=YES [▲▼]
```



Press **START/SET**.

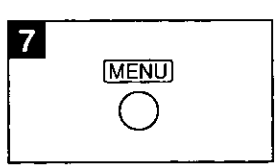
```
RESET OK?
```

—If this feature is not required, press STOP.



Press **START/SET** again for confirmation.

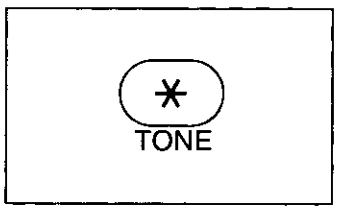
```
RESET COMPLETED
```



Press **MENU** to end the program.

TONE, FLASH and PAUSE buttons

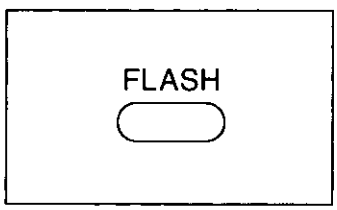
TONE button



The TONE (✳) button is used when your line has rotary pulse dial service. Pressing the button allows you to temporarily change from the pulse to the tone mode during a dialing operation.
When you hang up, the unit will automatically return to the pulse mode.

Note:
• TONE can be stored into a phone number for automatic dialing.

FLASH button

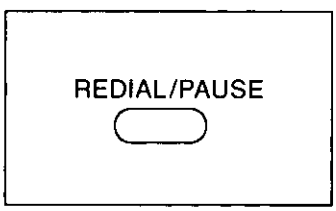


The FLASH button functions as the hookswitch on an ordinary phone. If you misdial or dial another phone number, press the FLASH button firmly. Listen for the dial tone, and dial the next phone number.

The FLASH button also allows you to use special features of the host exchange (if connected) or local telephone company services, such as call waiting. For further details, contact a supplier or your local telephone company.

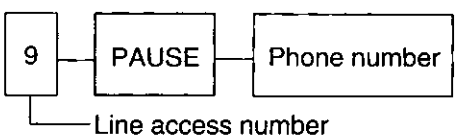
Note:
• FLASH can be stored into a phone number for automatic dialing.

PAUSE button

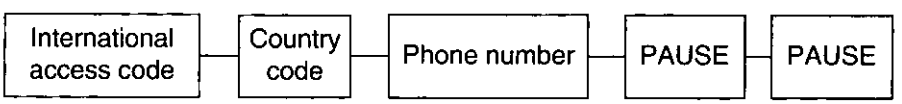


Pressing the REDIAL/PAUSE button causes a dialing delay in the dialing sequence.

Example-1: When your unit is connected to a host exchange, insert a pause as follows to get an outside line.



Example-2: If a transmission error occurs when making an overseas transmission, add two pauses at the end of the phone number.



Note:
• PAUSE can be stored into a phone number for automatic dialing.

7

Printing reports and lists

You can print out the following documents from your unit.

Feature List:
provides you with the current settings of the basic and advanced programming features (see page 47).

Telephone Number List:
provides you with phone numbers and their station names which are stored in automatic dialing.

(Codes in each phone number)
P : A pause has been entered.
F : A flash has been entered.
[ ]: A secret phone number has been entered. (The telephone number is not printed.)

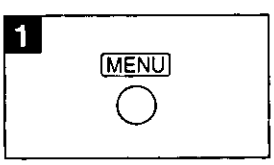
Journal Report:
is useful for keeping records of fax transmissions and receptions. This report will be printed automatically after every 35 fax communications, but can be printed manually as shown below. You can change the setting of the journal auto print feature (see page 45).

Printer Test List:
allows you to check the print quality of your unit. If the test print has a dirty pattern, or blurred points or lines, clean the thermal head (see page 54).

Transmission Report:
provides you a printed record of the fax transmission result. For further details, see page 45.

How to print each report/list

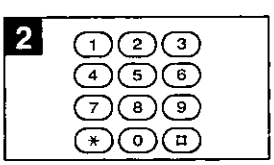
1



Press **MENU** until the following is displayed.

```
PRINT LIST
```

2



For the feature list, press **#,** then **1.**

```
SETUP LIST
```

For the telephone number list, press **#,** then **3.**

```
TEL NO. LIST
```

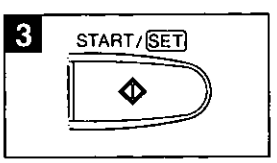
For the journal report, press **#,** then **4.**

```
JOURNAL REPORT
```

For the printer test list, press **#,** then **5.**

```
PRINTER TEST
```

3

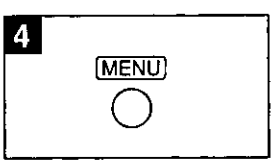


Press **START/SET** to start printing.

```
PRINTING
```

— To interrupt printing, press STOP.

4

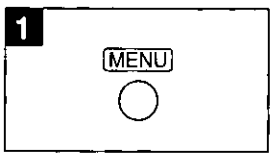


After printing, press **MENU** to end the operation.

Setting the transmission report printing

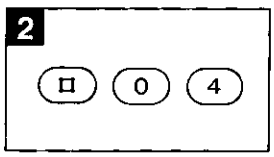
You can select one of the following choices. See page 46 for a sample of this report.

ERROR: The transmission report will print out only when the fax transmission fails.
ON: The report will always print out, indicating whether fax transmission is successful or not.
OFF: The report will not print (pre-selected).



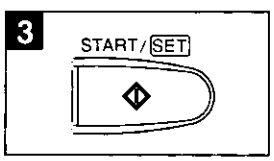
Press **MENU**.

SYSTEM SET UP



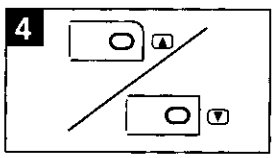
Press **#**, then **04**.

TX-REPORT MODE

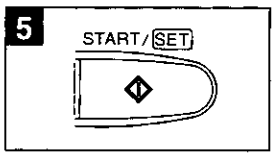


Press **START/SET**.

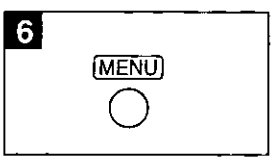
MODE=OFF [▲▼]



Press ▲ or ▼ to select the desired mode.



Press **START/SET** to store your selection.



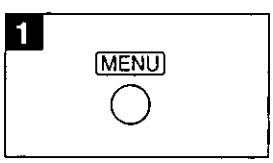
Press **MENU** to end the program.

Setting journal auto print

The unit will automatically print a journal report after every 35 fax communications. See page 46 for a sample of this report. After printing, the journal memory will be erased and only subsequent activity will be recorded.

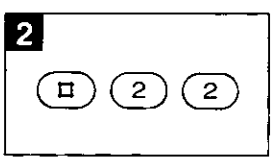
When this feature is deactivated, the unit will store the records of the last 35 fax communications, but the unit will not print the journal report automatically.

To change the setting, proceed as follows:



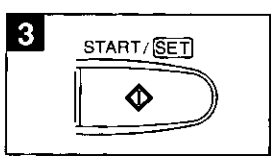
Press **MENU**.

SYSTEM SET UP



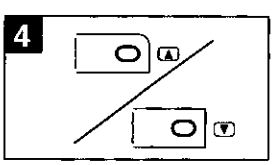
Press **#**, then **22**.

AUTO JOURNAL

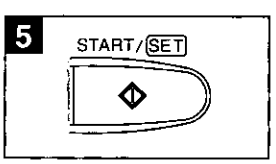


Press **START/SET**.

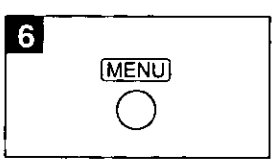
MODE=ON [▲▼]



Press ▲ or ▼ to select the desired mode.



Press **START/SET** to store your selection.



Press **MENU** to end the program.

7

Journal report

JOURNAL

Jan. 25 1995 05:22PM

NO.	OTHER FACSIMILE	START TIME	USAGE TIME	MODE	PAGES	RESULT	*CODE
01	1234567	Jan. 21 02:14PM	00'25	TX	01	OK	
02	9998765	Jan. 21 02:17PM	00'38	TX	02	OK	
03	<< G3 >>	Jan. 21 02:18PM	00'28	RX	01	OK	
04	555556677	Jan. 22 10:35AM	00'58	TX	03	COMMUNICATION ERROR	(43)
05	+987 12		01'50	RX	05	OK	
06					01	OK	

Communication result (see below.)

Error code (for service personnel use only)

Transmission report

XMT REPORT

Jan. 20 1995 01:19PM

NO.	OTHER FACSIMILE	START TIME	USAGE TIME	MODE	PAGES	RESULT	*CODE
01	COMPANY ABC	Jan. 20 01:18PM	00'51	TX	00	COMMUNICATION ERROR	(43)

Communication result on the report

When a problem has occurred, one of the following messages will be printed on the transmission report and the journal report.

PRINTED MESSAGE	MEANING
COMMUNICATION ERROR	A transmission or reception error occurred. Try again or check the other party.
DOCUMENT JAMMED	A document was jammed. Remove the jammed document (see page 53).
FILM EMPTY	Film is empty. Replace the film or film cartridge with a new one (see page 55).
JUNKMAIL PROH. REJECT	The junk mail prohibitor of your unit rejected fax reception (see page 34).
NO DOCUMENT	The document was not fed into the unit properly. Try again.
NO RESPONSE	The receiving unit was busy or ran out of recording paper. Try again.
PAPER JAMMED	The recording paper was jammed. Clear the jammed paper (see page 51).
PAPER OUT	Your unit ran out of recording paper. Install paper (see page 5).
PRESSED THE STOP KEY	The STOP button was pressed and fax communication was cancelled.
PRINTER OVERHEATED	Printer was overheated. Leave the unit to cool down.
THE COVER WAS OPENED	The top cover was open. Close it and try again.

Summary of user programmable features

Basic features

Code	Feature	Selection	Initial setting	Page
#01	SET DATE & TIME	mm/dd/yy hh:mm	(Jan./01/95 12:00 AM)	10
#02	YOUR LOGO		(Panasonic FAX SYSTEM)	10
#03	YOUR TELEPHONE NUMBER			12
#04	PRINT TRANSMISSION REPORT	ERROR/ON/OFF	OFF	45
#06	TEL/FAX DELAYED RING	1/2/3/4 rings	1 ring	20
#07	FAX RING COUNT	1/2/3/4 rings	1 ring	21
#11	REMOTE TAM ACTIVATION	ON/OFF	OFF/ID=11	23

Advanced features

Code	Feature	Selection	Initial setting	Page
#21	LOGO POSITION	OUT/IN/OFF	OUT	36
#22	JOURNAL AUTO PRINT	ON/OFF	ON	45
#23	OVERSEAS MODE	ON/OFF	OFF	36
#24	JUNK MAIL PROHIBITOR	ON/OFF	OFF/ID=22	34
#25	DELAYED TRANSMISSION	ON/OFF	OFF	31
#30	SILENT FAX RECOGNITION RING	3/4/5/6 rings	3 rings	20
#31	RING DETECTION	OFF/A/B/C/D	OFF	35
#34	EXTENSION COPY			41
#35	COPY REDUCTION	92%/72%/OFF	OFF	38
#36	RX REDUCTION	92%/86%/72%/OFF	92%	39
#38	SILENT DETECTION	ON/OFF	ON	24
#39	LCD CONTRAST	NORMAL/LIGHT/DARKER	NORMAL	42
#41	REMOTE FAX ACTIVATION CODE		* *	33
#70	FAX PAGER	ON/OFF	OFF	37
#80	SET DEFAULT	YES/NO	NO	42

Error messages on the display

If the unit detects a problem, one of the following messages will appear on the display.

ERROR MESSAGE	CAUSE & REMEDY
CHECK CASSETTE	• The recording paper is jammed. Clear the jammed paper (see page 51).
CHECK COVER	• The top cover is open. Close it.
CHECK DOCUMENT	• The document is not fed into the unit properly. Reinsert the document and try again. If misfeeding occurs frequently, clean the feeder rollers (see page 54). If the problem remains, adjust the feeder pressure (see page 53).
CHECK FILM	• The film is not inserted in the cartridge correctly. Reinsert it correctly by referring to step 8 on page 56.
CHECK MEMORY	• Memory (phone numbers, parameters, etc.) has been erased. Re-program.
FILM EMPTY	• Film is empty. Replace the film or film cartridge with a new one (see page 55).
LOADING FILM	• The blue leader of the film was not wound completely or, the film was not inserted in the cartridge, or inserted incorrectly. Wait for a while.
NO RESPONSE	• The receiving unit was busy or ran out of recording paper. Try again.
OUT OF PAPER	• The unit is out of recording paper. Install paper (see page 5).
PAPER JAMMED	• The recording paper is jammed. Clear the jammed paper (see page 51).
POLLING ERROR	• The other fax machine does not provide the polling function. Check the other party.
REMOVE DOCUMENT	• The document is jammed. Remove the jammed document (see page 53). • Attempted to transmit a document longer than 600 mm ($23^{5}/_{8}$"). Press the STOP button and remove the document (see page 53). Divide it into two or more sheets and try again.
TRANSMIT ERROR	• Transmission error occurred. Try again.
UNIT OVERHEATED	• The unit is overheated. Leave it to cool down.

Before requesting help

General

PROBLEM	CAUSE & REMEDY
I cannot make and receive calls.	• The power cord or telephone line cord is not connected. Check the connections (see page 7).
I cannot make calls.	• The setting of the dialing mode is wrong. Check the selector (see page 7).
The unit does not work.	• Disconnect the unit from the telephone line and connect to a known working phone. If the known working phone operates properly, call an authorized service person to have the unit repaired. If the known working phone does not operate properly, consult your telephone company.
The unit does not ring.	• The ringer volume is set to OFF. Raise it to a suitable level (see page 12).
The REDIAL/PAUSE button does not function properly.	• If this button is pressed during dialing, a pause will be inserted. If this button is pressed immediately after the dial tone is obtained, the last number dialed will be redialed.
While programming, I cannot enter the activation code or the prohibitor ID.	• The whole or part of the number is the same as another code or ID. Change the number (see pages 23, 33 and 34).

Fax Transmission & Reception

PROBLEM	CAUSE & REMEDY
The other party complains that letters on their received document are distorted.	• If your line has special telephone services such as call waiting, the service may have been activated during the fax transmission. Connect the unit to a line that does not have such services. • Another telephone connected to the same line is off hook. Hang up and try again.
The other party complains that a dirty pattern or a black line appears on their received document.	• The glass or rollers in your unit are dirty. Clean them (see page 54).
I cannot make an international fax call.	• Use the overseas transmission mode (see page 36). • Add two pauses at the end of the phone number (see page 43).
I cannot receive documents automatically.	• The receive mode is set to the TEL mode. Set to the TEL/FAX, FAX (or EXT.TAM) mode. • The time to answer the call is too long. Decrease the number of rings (see pages 20 and 21). • The junk mail prohibitor is set to ON (see page 34).
Recording image is faint.	• The sender transmitted a faint document. Request them to transmit a clearer copy of the document. • The thermal head is dirty. Clean it (see page 54).
A blank sheet is ejected after the received documents are printed out.	• The receiving reduction rate is not programmed correctly. Program the proper reduction rate (see page 39).

Operation in EXT.TAM mode

PROBLEM	CAUSE & REMEDY
I cannot receive documents automatically.	• Your greeting message on the answering machine is too long. Shorten the message (up to 10 seconds). • There are too many rings on the answering machine. Set to 1 or 2 rings. • The silent detection feature is deactivated. Activate this feature (see page 24).
I cannot receive voice messages.	• Check that the answering machine is turned on and connected to the facsimile unit properly (see page 22). • Set the number of rings on the answering machine to 1 or 2.
I cannot retrieve voice messages recorded on the answering machine from a remote location.	• The remote access code on your answering machine is the same as your remote fax activation code or junk mail prohibitor ID. Set a different number for each code/ID. • You did not program your remote TAM activation code in your facsimile unit correctly. Program the same code that is programmed on the answering machine (see page 23).
The greeting message on your answering machine is interrupted halfway and the caller cannot leave a voice message.	• The greeting message has a silent pause longer than 4 seconds. Shorten the silent pause in the greeting message.
I pressed the remote access code to access the answering machine remotely, but the line was disconnected.	• The code may include "#" which is used for certain features provided by the telephone company. Change the code on the answering machine to another number which does not include "#", then program the same code into the facsimile unit (see page 23).

Copying

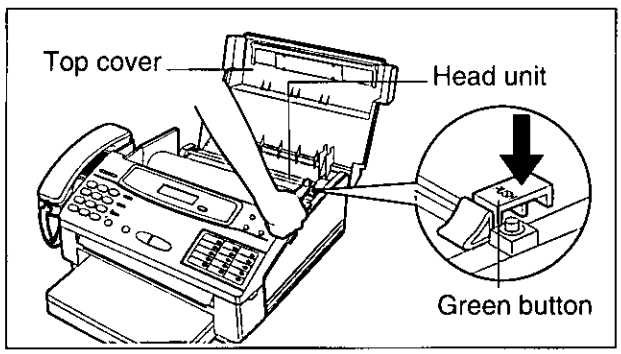
PROBLEM	CAUSE & REMEDY
A dirty pattern or black line appears on the copied documents.	• The glass or rollers are dirty. Clean them (see page 54).
Copied image is distorted.	• The thermal head is dirty. Clean it (see page 54).
The document is not copied properly.	• The film is not inserted correctly. Insert it correctly (see pages 55 and 56).
A paper jam occurs during copying.	• The film is not inserted correctly. Insert it correctly (see pages 55 and 56).

Clearing a recording paper jam

If a recording paper jams, the display will show one of two messages below. Remove the jammed recording paper by following either message.

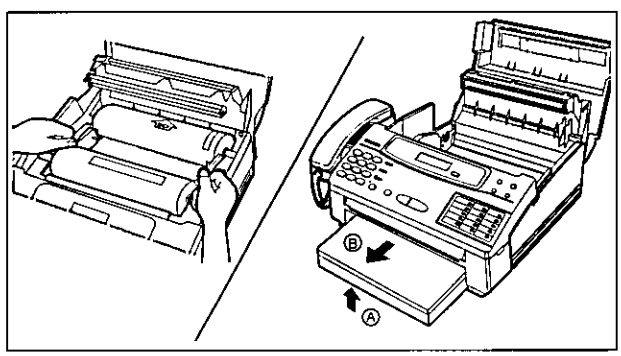
PAPER JAMMED	A recording paper jammed near the head unit. See below.
CHECK CASSETTE	A recording paper jammed near the paper cassette. See page 52.

Removing a jammed recording paper near the head unit



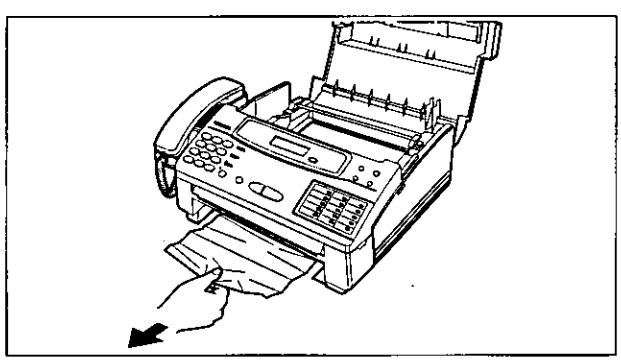
❶ Open the top cover.

❷ Press the green button on the right marked "PUSH" and lift up the head unit.



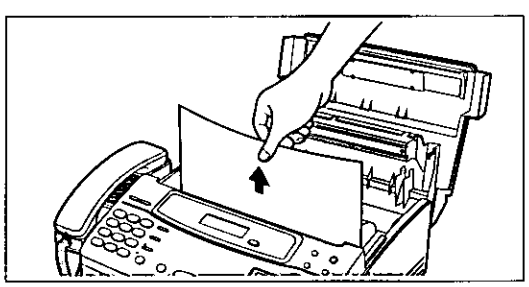
❸ Remove the film cartridge.

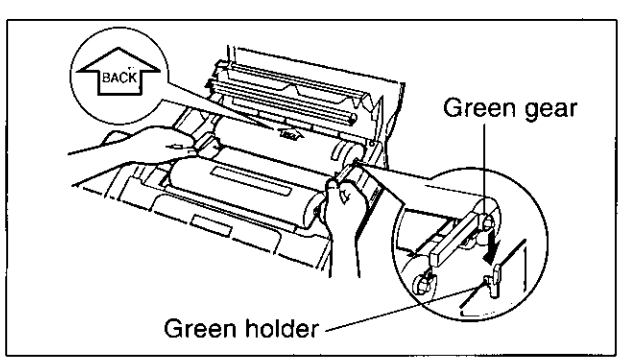
❹ Lift up the paper cassette slightly (Ⓐ) and pull it towards you to remove it (Ⓑ).



❺ Remove the jammed recording paper.

— If the jammed paper can not be removed by the way of the illustration to the left, then remove it as below:

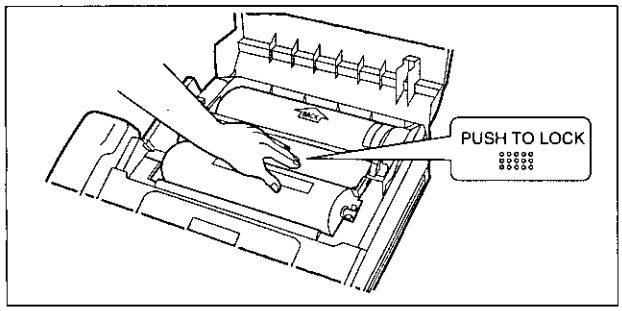




❻ Referring to the illustration on the left, place the "BACK" side of the cartridge into the unit, by inserting the pins on the sides of the green gears into the green holders. Then lower the front of the cartridge into place.

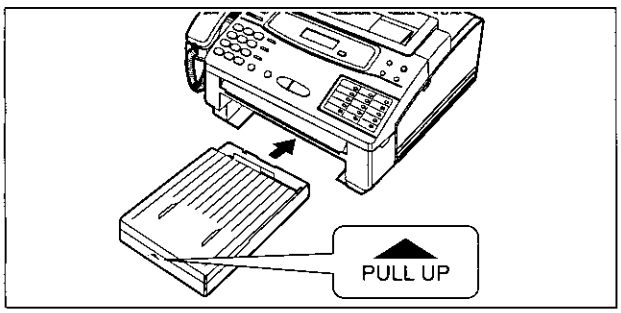
— If the film is slack, tighten it by winding the gears.

(continued)



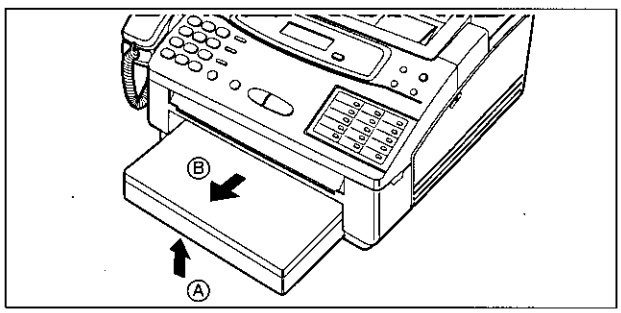
❼ Press the head unit down firmly until it clicks into place.

❽ Close the top cover securely by pushing down on both sides.

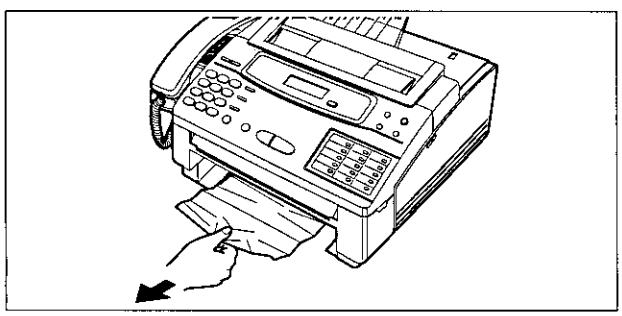


❾ Insert the paper cassette into the unit until it clicks into place.

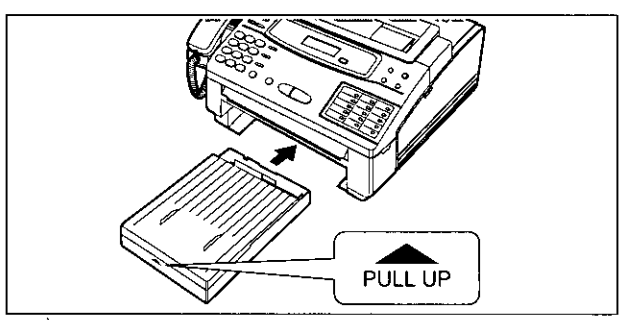
Removing a jammed recording paper near the paper cassette



❶ Lift up the paper cassette slightly (Ⓐ) and pull it towards you to remove it (Ⓑ).



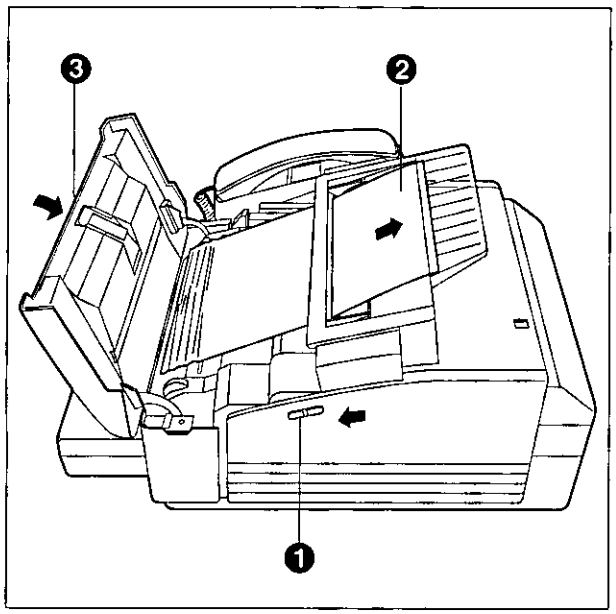
❷ Reach into the paper cassette opening and remove the jammed recording paper.
— When the jammed paper cannot be removed easily, open the top cover and head unit, and remove the jammed paper. Do not pull the jammed paper forcibly, or torn pieces of paper may remain in the unit.



❸ Insert the paper cassette into the unit until it clicks into place.

Clearing a document jam

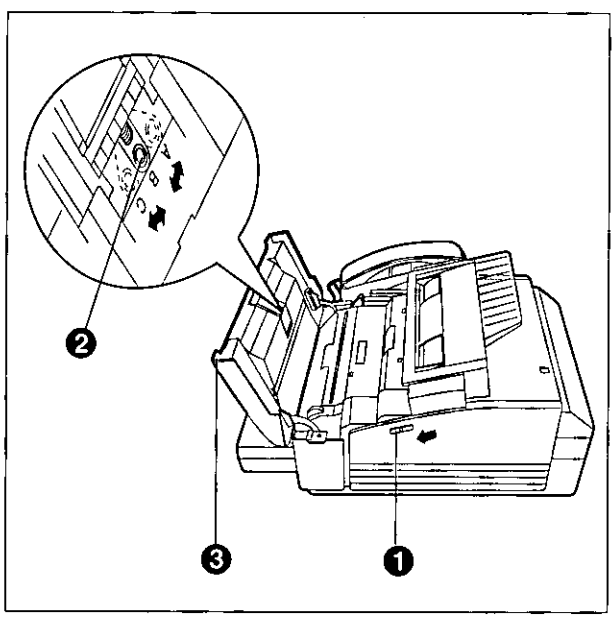
If the unit does not release an original document during feeding, remove it as shown below.



1. Slide the lever towards you to open the front lid.
2. Remove the jammed document carefully.
3. Close the lid securely by pushing down on both sides.

Adjusting the feeder pressure

If misfeeding of documents, such as no feeding or multiple feeding, occurs frequently, adjust the feeder pressure by following the steps below.



1. Slide the lever towards you to open the front lid.
2. Shift the position of the lever by using an instrument with a pointed end, like a clip or ball-point pen.

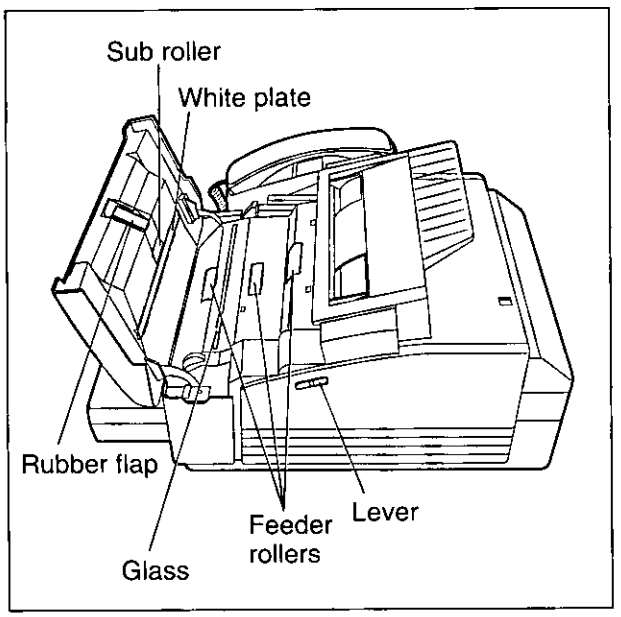
   Position A: No feeding
   Position B: Standard position
   Position C: Multiple feeding

3. Close the lid securely by pushing down on both sides.

Cleaning the unit

Cleaning the document feeder unit

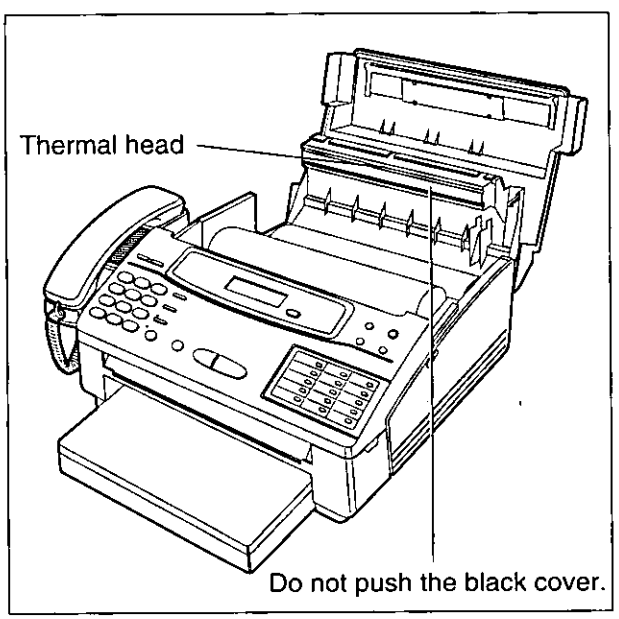
If misfeeding occurs frequently or dirty patterns or black bands appear on a copied or transmitted document, clean the feeder rollers, sub roller, rubber flap, white plate and glass.



1. Disconnect the power cord and the telephone line cord.
2. Slide the lever towards you to open the front lid.
3. Clean the feeder rollers, sub roller and rubber flap with a cloth moistened with isopropyl rubbing alcohol, and let dry thoroughly.
4. Clean the white plate and the glass with a dry soft cloth.
5. Close the lid securely by pushing down on both sides.
6. Connect the power cord and telephone line cord.

Cleaning the thermal head

If dirty patterns or black bands appear on a copied or received document, clean the thermal head.



1. Disconnect the power cord and the telephone line cord.
2. Open the top cover.
3. Press the green button on the right marked "PUSH" and lift up the head unit.
4. Clean the thermal head with a cloth moistened with isopropyl rubbing alcohol, and let dry thoroughly.
5. Press the head unit down firmly until it clicks into place.
6. Close the top cover securely by pushing down on both sides.
7. Connect the power cord and telephone line cord.

Caution:

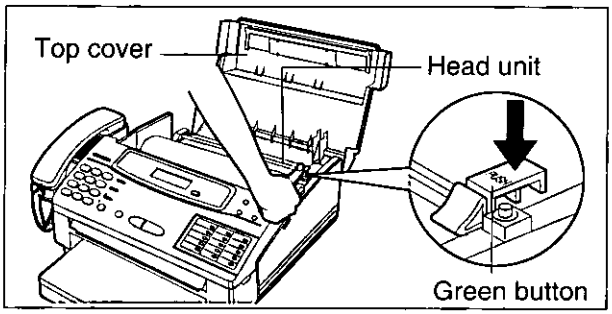
- *To prevent a malfunction due to static electricity, do not use a dry cloth and do not touch the thermal head directly with your finger.*

Replacing the film or film cartridge

When the unit detects the end of the film, the following message will be displayed.

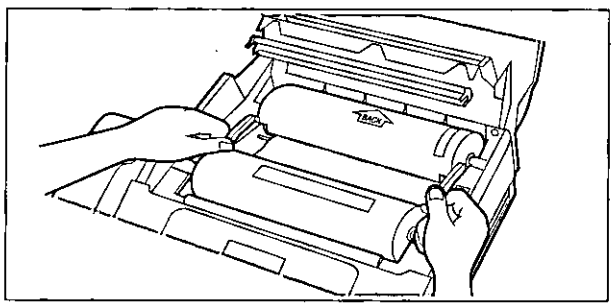
```
FILM EMPTY
```

Replace the film or film cartridge with a new one. To order a replacement part, see page 61.

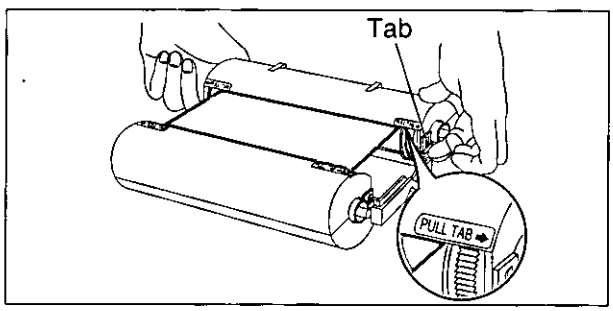


❶ Open the top cover.

❷ Press the green button on the right marked "PUSH" and lift up the head unit.

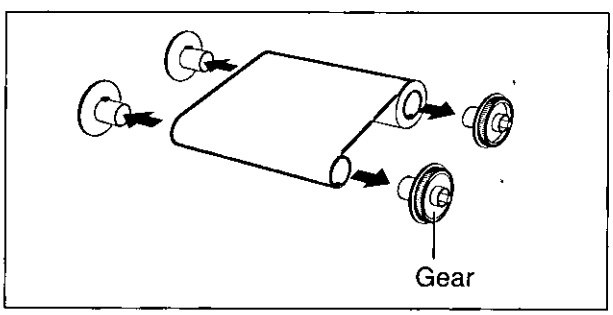


❸ Take out the film cartridge.
— If you purchased a film cartridge (Part no. KX-FA132) for replacement, skip to step 11.
— To replace only the film, go to step 4.

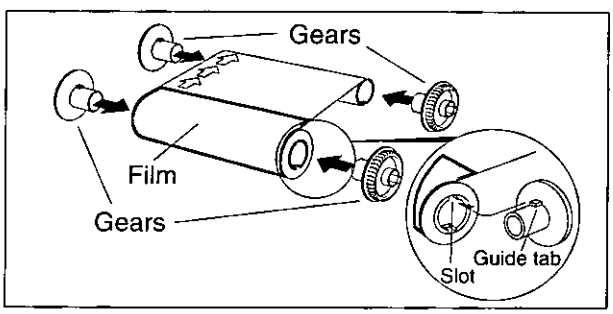


❹ Turn over the cartridge so that the "PULL TAB" mark is facing up.

❺ Unlock the four tabs of the cartridge, open the covers of the cartridge and take out the used film.

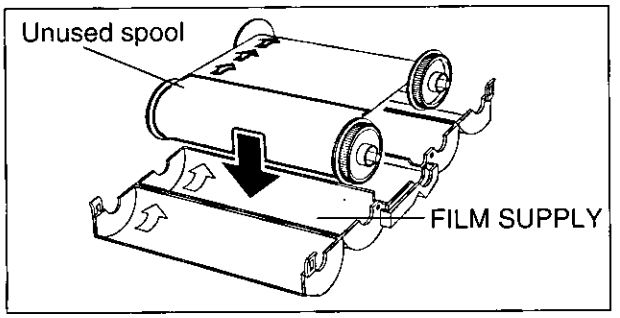


❻ Pull out the four gears from the used film cores.



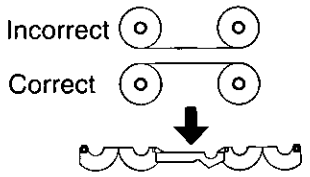
❼ Insert the four gears into the new film cores so that the guide tab of each gear fits into the slot of the film core.

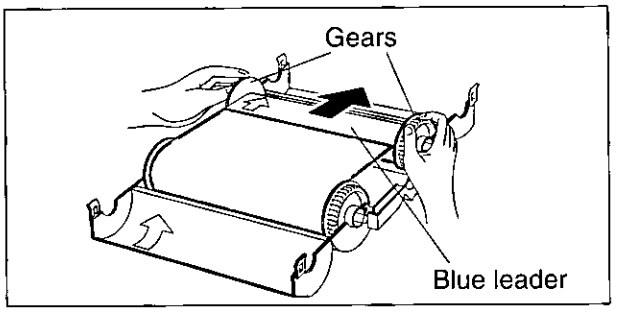
(continued)



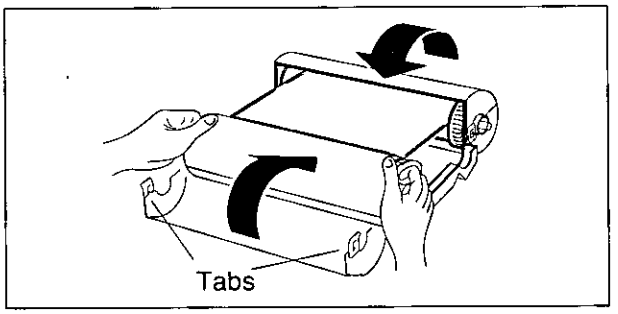
❽ Insert the film into the cartridge so that the arrow on the open cartridge points in the same direction as the arrows on the film.
— If you insert a film which was used halfway, insert the unused spool of the film on the "FILM SUPPLY" mark of the cartridge.

— Insert the film cores correctly referring to the illustration to the right.

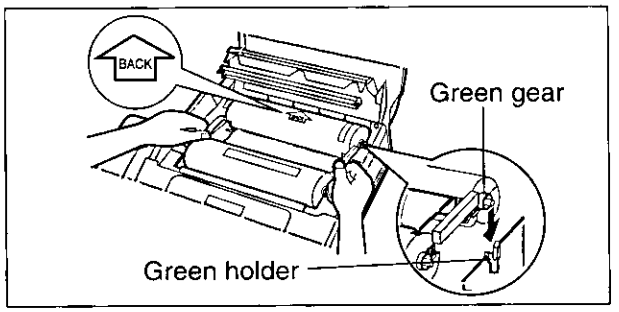




❾ Roll the blue leader of the film by winding the gears of the core until the leader is no longer visible.



❿ Close the covers of the cartridge by locking the four tabs.



⓫ Turn over the cartridge and referring to the illustration on the left, place the "BACK" side of the cartridge into the unit, by inserting the pins on the sides of the green gears into the green holders. Then lower the front of the cartridge into place.

⓬ Press the head unit down firmly until it clicks into place.

⓭ Close the top cover securely by pushing down on both sides.
— If the blue leader of the film is not wound completely, the unit will automatically advance it and the following message will be displayed.

```
LOADING FILM
```

— If the following message is displayed, the film is not inserted in the cartridge correctly.

```
CHECK FILM
```

Reinsert it correctly by referring to step 8 on this page.

Important safety instructions

When using this product, basic safety precautions should always be followed to reduce the risk of fire, electric shock, and injury to persons, including the following:

1. Read and understand all instructions.
2. Follow all warnings and instructions marked on this product.
3. Unplug this product from wall outlets before cleaning. Do not use liquid or aerosol cleaners. Use a damp cloth for cleaning.
4. Do not use this product near water, for example, near a bath tub, wash bowl, kitchen sink, or laundry tub, in a wet basement, or near a swimming pool.
5. Do not place this product on an unstable cart, stand or table. The product may fall, causing serious damage to the product.
6. Slots and openings in the cabinet and the back or bottom are provided for ventilation, to protect it from overheating, these openings must not be blocked or covered. The openings should never be blocked by placing the product on the bed, sofa rug, or other similar surface. This product should never be placed near or over a radiator or heat register. This product should not be placed in a built-in installation unless proper ventilation is provided.
7. This product should be operated only from the type of power source indicated on the marking label. If you are not sure of the type of power supply to your home, consult your dealer or local power company.
8. This product is equipped with a three wire grounding type plug, a plug having a third (grounding) pin. This plug will only fit into a grounding type power outlet. This is a safety feature. If you are unable to insert the plug into the outlet, contact your electrician to replace your obsolete outlet. Do not defeat the safety purpose of the grounding type plug.
9. Do not allow anything to rest on the power cord. Do not locate this product where the cord will be abused by people walking on it.
10. Do not overload wall outlets and extension cords as this can result in the risk of fire or electric shock.
11. Never push objects of any kind into this product through cabinet slots as they may touch dangerous voltage points or short out parts that could result in a risk of fire or electric shock. Never spill liquid of any kind on the product.
12. To reduce the risk of electric shock, do not disassemble this product, but take it to a qualified serviceman when some service or repair work is required. Opening or removing covers may expose you to dangerous voltage or other risks. Incorrect reassembly can cause electric shock when the appliance is subsequently used.
13. Unplug this product from the wall outlet and refer servicing to qualified service personnel under the following conditions:
    A. When the power supply cord or plug is damaged or frayed.
    B. If liquid has been spilled into the product.
    C. If the product has been exposed to rain or water.
    D. If the product does not work normally by following the operating instructions. Adjust only those controls, that are covered by the operating instructions because improper adjustment of other controls may result in damage and will often require extensive work by a qualified technician to restore the product to normal operation.
    E. If the product has been dropped or the cabinet has been damaged.
    F. If the product exhibits a distinct change in performance.
14. Avoid using a telephone (other than a cordless type) during an electrical storm. There may be a remote risk of electric shock from lightning.
15. Do not use the telephone to report a gas leak in the vicinity of the leak.

SAVE THESE INSTRUCTIONS

INSTALLATION:

1. Never install telephone wiring during a lightning storm.
2. Never install telephone jacks in wet locations unless the jack is specifically designed for wet locations.
3. Never touch uninsulated telephone wires or terminals unless the telephone line has been disconnected at the network interface.
4. Use caution when installing or modifying telephone lines.

WARNING:

- To prevent the risk of fire or electrical shock, do not expose this product to rain or any type of moisture.

OTHER INFORMATION

- Keep the unit away from electrical noise-generating devices, such as fluorescent lamps and motors.
- The unit should be kept free from dust, moisture, high temperature, and vibration.
- The unit should not be exposed to direct sunlight.
- Do not place heavy objects on top of this unit.
- Do not damage the power cord.
- Do not touch the plug with wet hands.
- Do not use benzine, thinner, or any abrasive powder, to clean the cabinet. Wipe it with a soft cloth.

FCC information

If required by the telephone company, inform them of the following.

— FCC Registration No. : (found on the rear side of the unit)
— Ringer Equivalence No.: (found on the rear side of the unit)
— The particular telephone line to which the equipment is connected.

This unit must not be connected to a coin operated line. If you are on a party line, check with your local telephone company.

Ringer Equivalence Number (REN):
This REN is useful in determining the quantity of devices you may connect to your telephone line and still have all of those devices ring when your telephone number is called. In most but not all areas, the sum of the REN's of all devices connected to one line should not exceed five (5.0). To be certain of the number of devices you may connect to your line, as determined by the REN, you should contact your local telephone company to determine the maximum REN for your calling area.

In the event that terminal equipment causes harm to the telephone network, the telephone company should notify the customer, if possible, that service may be stopped. However, where prior notice is impractical, the company may temporarily cease service providing that they:

(a) Promptly notify the customer.
(b) Give the customer an opportunity to correct the problem with their equipment.
(c) Inform the customer of the right to bring a complaint to the Federal Communication Commission pursuant to procedures set out in FCC Rules and Regulations Subpart E of Part 68.

The Telephone Company may make changes in its communications facilities, equipment operations, or procedures where such action is reasonably required in the operation of its business and is not inconsistent with the rules and regulations in FCC Part 68. If such changes can be reasonably expected to render any customer terminal equipment incompatible with telephone company communications facilities, or require modification or alteration of such terminal equipment, or otherwise materially affect its use or performance, the customer shall be given adequate notice in writing, to allow the customer an opportunity to maintain uninterrupted service.

CAUTION:
Any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate this device.

When programming emergency numbers and/or making test calls to emergency numbers:

1. Remain on the line and briefly explain to the dispatcher the reason for the call before hanging up.
2. Perform such activities in the off-peak hours; such as early morning or late evenings.

This telephone provides magnetic coupling to hearing aids.

NOTE:
This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

— Reorient or relocate the receiving antenna.
— Increase the separation between the equipment and receiver.
— Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
— Consult the dealer or an experienced radio/TV technician for help.

Limited warranty

Matsushita Consumer Electronics Company or Panasonic Sales Company (collectively referred to as "The warrantor"), will repair this product with new or refurbished parts, free of charge, in the U.S.A. or Puerto Rico for one (1) year from the date of original purchase in the event of a defect in materials or workmanship.

Batteries (when applicable) — New rechargeable batteries in exchange for defective rechargeable batteries for ten (10) days from the date of original purchase. Non-rechargeable batteries are not warranted.

Carry-in or mail-in service in the U.S.A. can be obtained during the warranty period from a Matsushita Services Company (MSC) Factory Servicenter listed in the Servicenter Directory. Carry-in or mail-in service in Puerto Rico can be obtained during the warranty period by calling the telephone numbers listed in the Servicenter Directory.

This warranty is extended only to the original purchaser. A purchase receipt or other proof of date of original purchase will be required before warranty performance is rendered.

This warranty only covers failures due to defects in materials or workmanship which occur during normal use. It does not cover damage which occurs in shipment or failures which are caused by products not supplied by the warrantor or failures which result from accident, misuse, abuse, neglect, mishandling, misapplication, alteration, faulty installation, modification, or service by anyone other than
an MSC Factory Servicenter or an authorized MSC Servicenter or damage that is attributable to Acts of God, including, but not limited to, line surges.

LIMITS AND EXCLUSIONS
There are no express warranties except as listed above.

THE WARRANTOR SHALL NOT BE LIABLE FOR SPECIAL, INCIDENTAL, CONSEQUENTIAL OR PUNITIVE DAMAGES, INCLUDING, WITHOUT LIMITATION, LOSS OF GOODWILL, PROFITS OR REVENUE, LOSS OF USE OF THIS PRODUCT OR ANY ASSOCIATED EQUIPMENT, COST OF SUBSTITUTE EQUIPMENT, DOWNTIME COSTS, OR CLAIMS OF ANY PARTY DEALING WITH BUYER FOR SUCH DAMAGES, RESULTING FROM THE USE OF THIS PRODUCT OR ARISING FROM BREACH OF WARRANTY OR CONTRACT, NEGLIGENCE, OR ANY OTHER LEGAL THEORY.
ALL EXPRESS AND IMPLIED WARRANTIES, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE LIMITED TO THE APPLICABLE WARRANTY PERIOD SET FORTH ABOVE.

Some states do not allow the exclusion or limitation of consequential damages, or limitations on how long an implied warranty lasts, so the above exclusions or limitations may not apply to you.

This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.

If a problem with this product develops during the warranty period, you may contact your dealer or the MSC Factory Servicenter or authorized MSC servicenter. If the problem is not handled to your satisfaction, write to the Customer Satisfaction Center at the address indicated in the Servicenter Directory.

Service center directory

OPERATION ASSISTANCE • FAX ADVANTAGE PROGRAM

DIAL TOLL FREE: 1-800-HELP-FAX (9:00am - 8:00pm Monday - Friday, EST)

PRODUCT INFORMATION • LITERATURE REQUESTS • DEALER LOCATIONS

Customer Satisfaction Center 2F-3, One Panasonic Way, Secaucus, NJ 07094 (Headquarters)
201-348-9090 (9:00am–8:00pm Monday - Friday, EST)

ACCESSORY PURCHASES

1–800–332–5368 (Consumer orders only)
Matsushita Services Company Accessory Order Office, 20421-84th Avenue South Kent, WA 98032
(6:00am–6:00pm Monday - Friday, 6:00am–10:30am Saturday, PST)
(Visa, Mastercard, Discover card, Check or Money Order)

AUTHORIZED SERVICENTERS

CALIFORNIA
6550 Katella Avenue
Cypress, CA 90630
Phone (714) 373-7425
Fax (714) 894-8534

800 Dubuque Avenue
S. San Francisco,
CA 94080
Phone (415) 871-6373
Fax (415) 871-6840

20201 Sherman Way
Suite 102
Canoga Park, CA 91306
Phone (818) 709-1775
Fax (818) 709-2165

3878 Ruffin Road
Suite A
San Diego, CA 92123
Phone (619) 560-9200
Fax (619) 560-1831

COLORADO
1640 South Abilene Suite D
Aurora, CO 80012
Phone (303) 752-2024
Fax (303) 752-0610

FLORIDA
3700 North 29th Avenue
Suite 102
Hollywood, FL 33020
Phone (305) 925-2880
Fax (305) 925-5224

4710 Eisenhower
Boulevard Suite A1
Tampa, FL 33634
Phone (813) 884-4746
Fax (813) 886-4564

GEORGIA
8655 Roswell Road
Suite 100
Atlanta, GA 30350
Phone (404) 518-6301
Fax (404) 518-6306

HAWAII
99-859 Iwaiwa Street
Aiea, Hawaii 96701
Phone (808) 488-1996
Fax (808) 486-4369

ILLINOIS
*1703 North Randall Road
Elgin, IL 60123
"12:30 to 4:30, Mon-Fri"
Phone (708) 468-5466
Fax (708) 468-5465

9060 Golf Road
Niles, IL 60714
Phone (708) 299-1700
Fax (708) 299-1710

MARYLAND
Sulphur Springs
Business Park
1638 Sulphur Springs Road
Baltimore, MD 21227
Phone (410) 242-2607
Fax (410) 247-3047

MASSACHUSETTS
60 Glacier Drive, Suite G
Westwood, MA 02090
Phone (617) 329-4280
Fax (617) 329-0586

***pick-up/drop-off only**

MICHIGAN
37048 Van Dyke Avenue
Sterling Heights, MI 48312
Phone (810) 939-2060
Fax (810) 939-2638

MINNESOTA
7850-12th Avenue South
Airport Business Center
Bloomington, MN 55425
Phone (612) 854-8624
Fax (612) 854-2089

MISSOURI
11982 Dorsett Road
Maryland Heights, MO 63043
Phone (314) 739-5301
Fax (314) 739-3631

OHIO
2236 Waycross Road
Cincinnati, OH 45240
Phone (513) 851-4180
Fax (513) 851-8443

PENNSYLVANIA
2221 Cabot Boulevard West
Suite B
Langhorne, PA 19047
Phone (215) 741-0661
Fax (215) 741-0521

Chartiers Valley
Shopping Center
1025 Washington Pike
Bridgeville, PA 15017
Phone (412) 257-4522
Fax (412) 257-4650

TENNESSEE
919-8th Avenue South
Nashville, TN 37203
Phone (615) 244-4434
Fax (615) 244-6713

TEXAS
7482 Harwin Drive
Houston, TX 77036
Phone (713) 781-1528
Fax (713) 781-0643

13615 Welch Road Suite 101
Farmers Branch, TX 75244
Phone (214) 385-1975
Fax (214) 960-7626

WASHINGTON
20425-84th Avenue South
Kent, WA 98032
Phone (206) 872-7922
Fax (206) 872-0918

Service in Puerto Rico

Matsushita Electric of Puerto Rico, Inc. Panasonic Sales Company/ Factory Servicenter

Ave. 65 de Infantería, Km. 9.5
San Gabriel Industrial Park
Carolina, Puerto Rico 00985
Phone (809) 750-4300
Fax (809) 768-2910

REPAIR INQUIRIES — *Regional Customer Care Department*

EAST (PCE)
2221 Cabot Boulevard West
Suite A
Langhorne, PA 19047
Phone (215) 741-0676
Fax (215) 750-6492

Covers:
CT, DE, ME, MD, MA, NH, NJ, NY, PA, RI, VT, VA, DC, WV

EAST (PCE)
1225 Northbrook Parkway
Suite 2-390
Suwanee, GA 30174
Phone (404) 338-6860
Fax (404) 338-6548

Covers:
AL, FL, GA, MS, NC, SC, TN

CENTRAL (PCC)
1703 North Randall Road
Elgin, IL 60123
Phone (708) 468-5530
Fax (708) 468-5528

Covers:
AR, IL, IN, IA, KS, KY, LA, MI, MN, MO, NE, ND, OK, SD, TX, WI, OH

WEST (PCW)
6550 Katella Avenue
Cypress, CA 90630
Phone (714) 373-7440
Fax (714) 373-7447

Covers:
AK, AZ, CA, CO, ID,MT, NV, NM, OR, UT, WA, WY, HI

PARTS DISTRIBUTION LOCATIONS

To locate parts distributors in your area (within the USA)
DIAL TOLL FREE 1–800–545–2672 (24 hours a day, 7 days a week)

(950615)

Accessory order information

Use the following for replacement. For accessory order, call toll free 1-800-332-5368.
Problems will occur if other brands of films are used.

Parts No.	Description	Comment
KX-FA132	Film cartridge	1 cartridge & 1 film : 216 mm × 200 m (8 1/2" × 656') roll
KX-FA133	Replacement film (1 set)	216 mm × 200 m (8 1/2" × 656') roll
KX-FA134	Replacement film (2 sets)	216 mm × 200 m (8 1/2" × 656') roll

Specifications

1. **Applicable Lines:** Public Switched Telephone Network
2. **Document Size:** Max. 216 mm (8 1/2") in width
   Max. 600 mm (23 5/8") in length
3. **Effective Scanning Width:** 208 mm (8 3/16")
4. **Recording Paper Size:** Letter : 216 × 279 mm (8 1/2" × 11")
   Legal : 216 × 356 mm (8 1/2" × 14")
5. **Effective Printing Width:** 208 mm (8 3/16")
6. **Transmission Time*:** Approx. 15 sec/page (Original mode)
   Approx. 30 sec/page (G3 Normal mode)
7. **Fax Auto Redial:** Up to 5 times
8. **Telephone Auto Redial:** Up to 14 times
9. **Scanning Density:** Horizontal : 8 pels/mm (203 pels/inch)
   Vertical : 3.85 lines/mm (98 lines/inch) — Standard
   7.7 lines/mm (196 lines/inch) — Fine/Halftone
10. **Halftone Level:** 64-level
11. **Scanner Type:** CCD Image Sensor
12. **Printer Type:** Thermal Transfer
13. **Data Compression System:** Modified Huffman (MH), Modified READ (MR)
14. **Modem Speed:** 9600/7200/4800/2400 bps; Automatic Fallback
15. **Operating Environment:** 5 – 35 °C (41 – 95 °F), 20 – 80 % RH
16. **Dimensions (H×W×D):** 237 × 420 × 389 mm (9 5/16" × 16 9/16" × 15 5/16")
17. **Mass (Weight):** Approx. 9.0 Kg (19.8 lb.)
18. **Power Consumption:** Transmission: Approx. 17 W / Reception: Approx. 40 W
    Copy: Approx. 50 W / Standby: Approx. 5 W
    Maximum: Approx. 140 W
19. **Power Supply:** 120 V AC, 60 Hz

*Transmission Time: Transmission times apply to text data using the CCITT No.1 test chart, between the same machine models at maximum modem speed. The transmission time does not include call setup, ringing, handshaking and sign off. Transmission times may vary.

Note:

- *Any details given in these instructions are subject to change without notice.*
- *The picture and illustrations in these instructions may vary slightly from the actual product.*

Information for users

For product service
- Service centers are listed on page 60.
- Call toll free 1-800-545-2672 for the location of an authorized service center.

When you ship the product
- Carefully pack your unit, preferably in the original carton.
- Attach a letter, detailing the symptom, to the outside of the carton.

Symptom

- Send the unit to an authorized service center, prepaid and adequately insured.
- Do not send your unit to the Matsushita Consumer Electronics Company on back cover page or to any executive or regional sales offices. These locations do not repair consumer products.

Fax Correspondence

To: _____ **Date:** _____

From: _____ **Our fax/phone no.:** _____

We have a Panasonic plain paper facsimile with a telephone answering machine connected. You can leave a voice message and transmit a fax document during the same call.

Leaving a voice message and transmitting a document

1. Dial our phone number.
   — Our telephone answering machine will play a greeting message.
2. Leave your message after the long beep.
3. Press the "✳" (asterisk) button **twice** to activate the fax.
   — A fax tone will sound.
4. Start transmission to send the document.

Transmitting a document only

1. Dial our phone number.
   — Our telephone answering machine will play a greeting message.
2. Press the "✳" button **twice** while the greeting message is being played.
   — A fax tone will sound.
3. Start transmission to send the document.

Transmitting a document from a rotary (pulse) phone

1. Dial our phone number.
   — Our telephone answering machine will play a greeting message.
2. Start transmission to send the document.

Detach here and transmit this sheet FACE DOWN

Note to the customer regarding this unit:

- *Connect a telephone answering machine to your facsimile unit and activate the answering function.*
- *Set your unit to the EXT.TAM mode.*
- *"Pressing the ✳ button **twice**" is the remote fax activation code, and it can be changed (see page 33). If you change it, inform the new code to callers.*

Speed dialer list

Station No.	Name/ Phone No.	Station No.	Name/ Phone No.	Station No.	Name/ Phone No.
00		30		60	
01		31		61	
02		32		62	
03		33		63	
04		34		64	
05		35		65	
06		36		66	
07		37		67	
08		38		68	
09		39		69	
10		40		70	
11		41		71	
12		42		72	
13		43		73	
14		44		74	
15		45		75	
16		46		76	
17		47		77	
18		48		78	
19		49		79	
20		50			
21		51			
22		52			
23		53			
24		54			
25		55			
26		56			
27		57			
28		58			
29		59			

Station numbers 00 to 59 are available for KX-F1000, and 00 to 79 for KX-F1020.

Speed dialer list

Station No.	Name/ Phone No.	Station No.	Name/ Phone No.	Station No.	Name/ Phone No.
00		30		60	
01		31		61	
02		32		62	
03		33		63	
04		34		64	
05		35		65	
06		36		66	
07		37		67	
08		38		68	
09		39		69	
10		40		70	
11		41		71	
12		42		72	
13		43		73	
14		44		74	
15		45		75	
16		46		76	
17		47		77	
18		48		78	
19		49		79	
20		50			
21		51			
22		52			
23		53			
24		54			
25		55			
26		56			
27		57			
28		58			
29		59			

Station numbers 00 to 59 are available for KX-F1000, and 00 to 79 for KX-F1020.

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VOLUME button 12

Panasonic FAX ADVANTAGE PROGRAM

We are proud to present the Panasonic Fax Advantage Program. It's an incredible service program that's full of exciting advantages!

Customer Satisfaction

In support of our one-year limited warranty* (parts and labor) on our current fax product line, Panasonic is proud to offer you the following service options during the limited warranty period:

1 If you mail-in or carry-in your fax unit to one of our Regional Servicenters, the product will be repaired and returned to you, or...

2 If you call our 1-800-HELPFAX toll-free number, you will receive a refurbished replacement product overnight or on the second business day (delivery depending on the time of your call.)

Support After The Sale

If you have a problem with your fax, just call our 1-800-HELPFAX toll-free number for friendly support and assistance. We have a highly-qualified team of experts who can diagnose, and most likely solve, your problem over the phone. Approximately 90% of our customers' problems are resolved with just a simple phone call.

The Fax Advantage Program covers the first year of purchase and works like this:

1 If you have a problem with your fax, call toll-free 1-800-HELPFAX.

2 Talk to one of our experienced technical experts to diagnose (and most likely solve) your problem over the phone.

3 Providing that you may be entitled to Panasonic's service under the terms and conditions of the limited warranty**, we will arrange for a reconditioned replacement unit to be shipped to you overnight or second business day delivery, depending on the time of your call. The replacement unit will be completely refurbished, quality-tested by Panasonic technicians, and individually hand-inspected before it is shipped to you. You will keep the replacement unit and send your original unit to us, along with a copy of your receipt.

4 This receipt *must be shipped back* with your original unit to Panasonic Company (as per instructions enclosed in your replacement unit's box).

Any unit that is replaced by Panasonic and *not* backed up by a proof of purchase by you will be subject to a minimum $100.00 charge. Any unit that is replaced, but does not meet the terms and conditions of the limited warranty will be subject to additional charges, as per the program guidelines.

5 Once you receive your replacement unit, pack up your problem unit in the replacement unit's box. UPS will make 3 attempts within 10 days to pick-up your defective unit at no charge to you (should you be entitled to warranty service. If warranty conditions do not apply, you will be charged for all applicable shipping charges). *The product must be properly packaged in the same manner as the replacement unit, utilizing the packing materials provided.* You must make your unit available for UPS pick-up. If your unit is not available for UPS, you will be responsible for shipping unit back at your expense. Damage due to improper or inadequate packing will be charged back to your charge card as an out-of-warranty cost, as per the warranty stipulations.

Requirements:

6 You must give our technicians a valid credit card number. They will change your card account to cover any charges that are incurred by failure to send the problem product to Panasonic Company. If your problem unit is not eligible for warranty, you will be charged for the repair of the unit and for any shipping charges associated with this program. If you do not wish to pay out-of-warranty repair costs, you will be responsible for returning the replacement unit to Panasonic and for paying all shipping charges associated with this program including the overnight delivery of replacement product to you, shipment of problem unit to Panasonic, the replacement unit back to Panasonic and the return of your original unit back to you.

Acceptable credit cards:

Discover VISA
Master Card American Express (Optima)

Product that is not returned to Panasonic by 10 business days after shipment of the replacement product, will be charged to your account at Panasonic's Suggested Retail Price (see dealer for details).

Credit status will be verified prior to sending the replacement product.

Proof of Purchase must be included with the returned unit to verify warranty status.

Any parts and labor that are not covered by the limited warranty* will be charged as a non-warranty repair and billed at Panasonic's current rate for parts and labor.

*See the warranty stipulations in these instructions.
**Replacement program excludes Puerto Rico and is subject to termination at any time without advance notice.

Matsushita Consumer Electronics Company, Division of Matsushita Electric Corporation of America
One Panasonic Way, Secaucus,
New Jersey 07094

Panasonic Sales Company, Division of Matsushita Electric of Puerto Rico, Inc. ("PSC")
Ave. 65 de Infantería, Km. 9.5
San Gabriel Industrial Park, Carolina,
Puerto Rico 00985

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