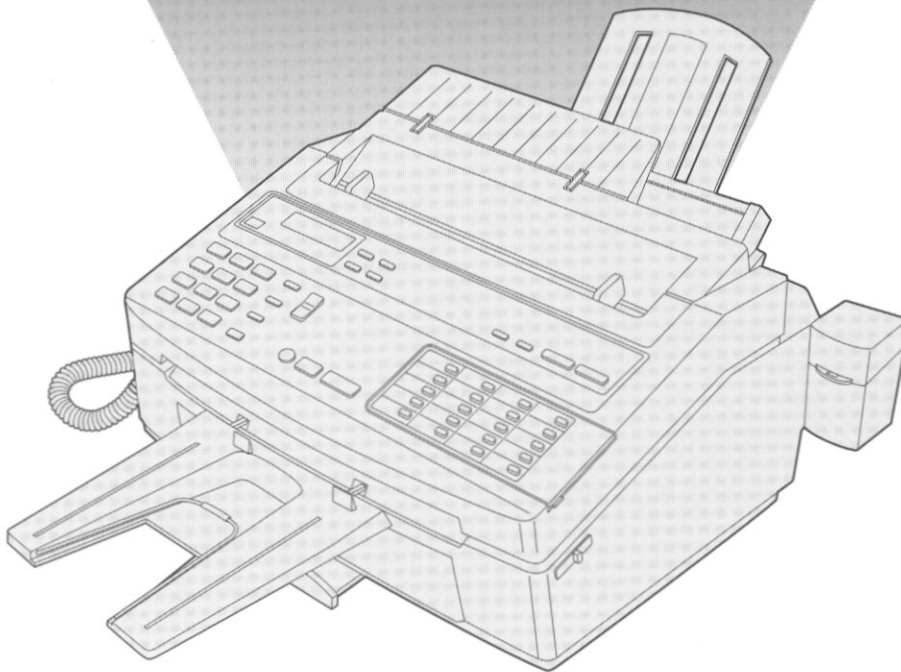# Panasonic

Plain Paper FAX

Model No. KX-F1600

OPERATING INSTRUCTIONS

FOR A FAX, COPIER & SCANNER

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

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

- **This product is designed for use in the United States of America, and may not operate in other countries. (See page 79 for more details.)**
- Este producto ha sido diseñado para su uso en los Estados Unidos de América, y puede no funcionar correctamente en otros países. (Consulte la página 79 para tener más detalles.)

Contents

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 Protection Act of 1991 requires the following information to be clearly stated either at the top or bottom margin of the first message page when transmitting messages via telephone facsimile,
  —Date and time of transmission,
  —Identification of the business, entity or person(s) sending the facsimile and,
  —Telephone number of the business, entity or person(s)
  To program this information into your facsimile machine, complete all the instructions on pages 16 through 18
● When using the unit as a printer that is connected to a computer, use a parallel shielded cable that is six feet or shorter for reliable data communications and compliance with FCC rules

Important information regarding print and ink cartridges
Ink formulation is the most critical component of an ink jet printer The ink you use must meet these guidelines
—be able to be heated and cooled 6000 times per second without clogging,
—dry very quickly without bleeding into other colors,
—work with different media and software, while providing correct color matching with the print driver and,
—be environmentally safe

For optimum printing results, use Panasonic's KX-FA150 print cartridge and KX-FA151 color print cartridge

When replacing ink cartridges in the KX-FA151 color print cartridge, use Panasonic KX-FA152 for color and KX-FA153 black ink cartridge

Panasonic does not recommend that print or ink cartridges be refilled The use of refills or products other than specified by Panasonic can adversely affect the performance and quality of the printed material

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Included accessories (To order, call toll free 1-800-332-5368.)
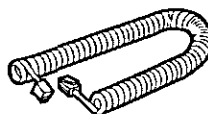
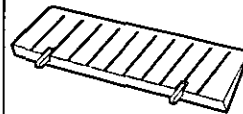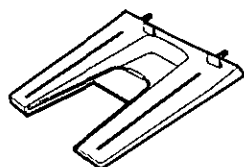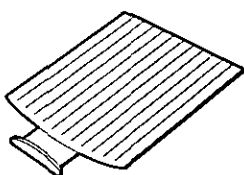| Power cord (p. 8)	Telephone line cord (p. 8)	Handset (p. 8)	Handset cord (p. 8)	Document tray (p. 12)
PQJA200Z	PQJA59V	PQJXD0105Z	PQJA212M	PFKS1004Z1

Document stacker (p. 12)	Paper stacker (p. 12)	Print cartridge container (pp. 11, 70)	Print cartridge (black) (pp. 10, 78)	Printer driver software (floppy disk) (See Operating Instructions for Printer)
PFKS1002Z1	PFKS1003Z1	PFHR1009Z	Color print cartridge sold separately (see page 78)	PFJF1600A
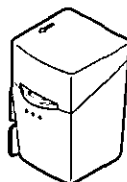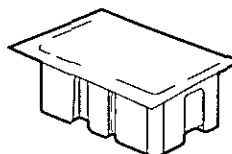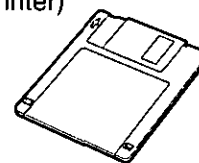
Using attached user guides

The unit performs the following functions, plain paper facsimile, copier, scanner, telephone and printer. To efficiently use this unit, we recommend to read the instructions below in following order.

Quick start guide
This guide summarizes installation and basic operations, and describe the connection examples. To connect the KX-F1600 to your computer or other devices, see Advanced use in this guide.

Operating Instructions for a fax, copier and scanner
This manual describes installation, initial preparation, how to use a facsimile, copy, telephone and scanner, troubleshooting, routine care and general information.

Operating instructions for printer
This manual describes how to set up the unit for printing and how to operate a printer in Windows or a non-Windows environment.

Trademarks
Microsoft®, Windows® and MS-DOS® are registered trademarks of Microsoft Corporation in the United States and/or other countries.
All other trademarks identified herein are the property of their respective owners.

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Troubleshooting and Routine Care

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Station key panel

ENVELOPE button
(See operating instructions for printer.)

7

Removing the shipping materials

1. Remove the shipping tape from the outside of the unit.
2. Remove the protective sheet inside the paper tray.
3. Slide the front lid open lever towards you to open the front lid.
4. Remove the tape that protects the paper thickness lever and the print cartridge holder.

Tape

Tape

Tape

Tape

Front lid open lever
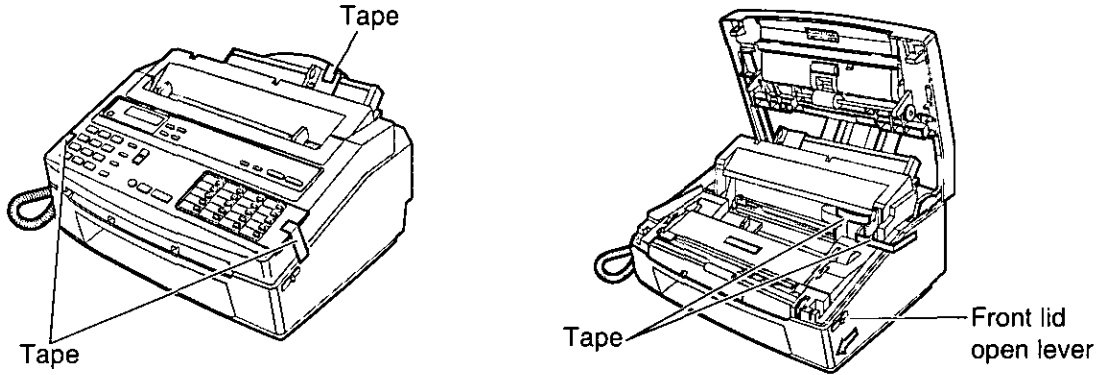
Note:
o As you unpack the unit, save the carton and packing materials in case you want to move or ship the unit in the future.

Connections

Handset

Power cord

Handset cord

Power outlet
(120 V, 60 Hz)

Telephone line cord

Dialing mode switch:
Set to TONE.
—If you cannot dial, set to PULSE.

Single telephone line
(RJ11C)

Connect to LINE.

DIALING MODE

TONE ⌐ᴸ PULSE
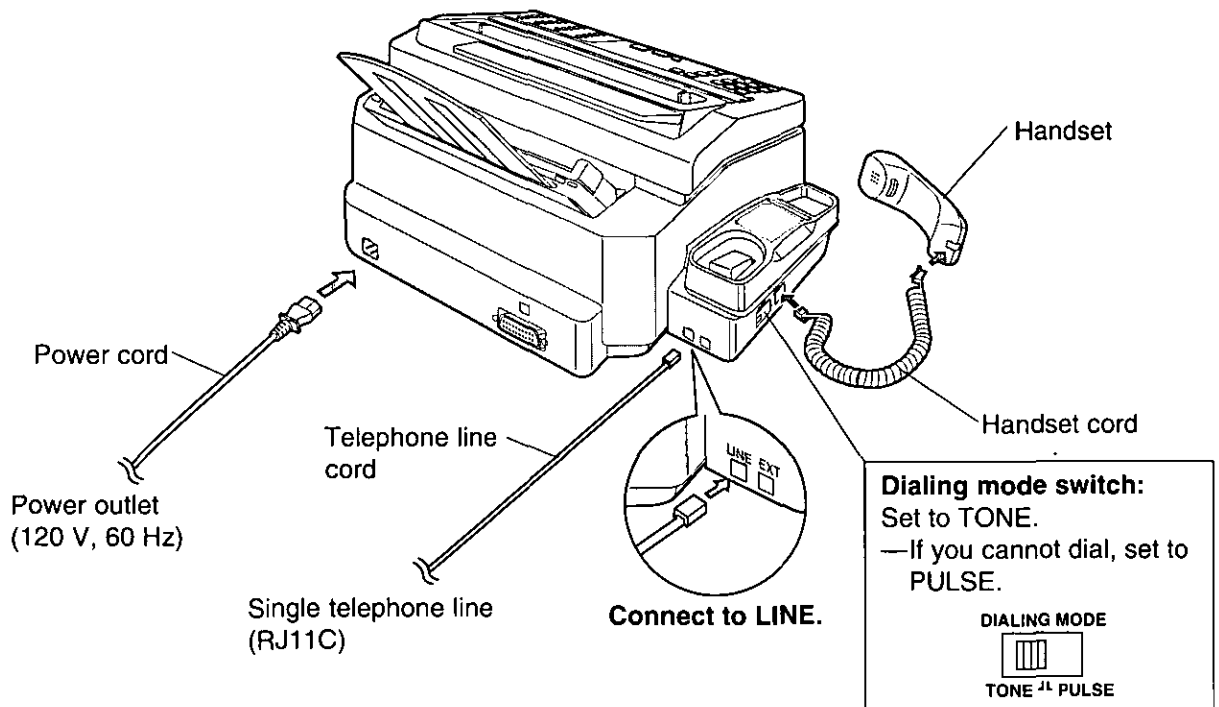
Note:
o **When you connect the telephone line cord to the single telephone line jack, connect from the LINE jack. Do not connect from the EXT. jack or SCANNER OUTPUT port.**
o The unit will not function during a power failure.
o For additional equipment protection, we recommend the use of a surge protector. 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).

Installing the print cartridge

The print cartridges that can be used with the unit are;
—the attached print cartridge or KX-FA150 (option) for black printing only,
—KX-FA151 (option) for black and color printing.
To order a replacement part, see page 78.

When you use the unit as a facsimile machine, use KX-FA150 for black printing.
When you use the unit as a printer, you can use both KX-FA150 and KX-FA151 for black and color printing.

Print cartridge guidelines

☐ **To avoid drying out the ink or clogging the print head, follow these precautions:**
  —When changing print cartridges, always store the idle cartridge in the print cartridge container.
  —Store print cartridges at room temperature.
  —Do not unpack a print cartridge until you are ready to use it.
  —Install the print cartridge immediately after removing the print head cap and protective tape.
  —Use the print cartridge within one year and use the ink cartridge within six months after unpacking.
  —Keep the print cartridge in its home position (right side of the unit) when you are not using the unit.
  —Do not remove the print cartridge from the unit unless it is necessary.
  —Make sure both ink cartridges are installed in the KX-FA151 color print cartridge.
  —Do not leave the color print cartridge installed in the unit when the ink has run out.

☐ **To avoid spilling ink:**
  —Do not touch the print head on a cartridge or the edges around it.
  —Do not unpack the print or ink cartridge until you are ready to install it.
  —Do not attempt to disassemble or refill the cartridge.
  —Do not shake the print or ink cartridge.
  —Do not insert anything into the opening of the print or ink cartridge.

Hold here only

Do not touch

9
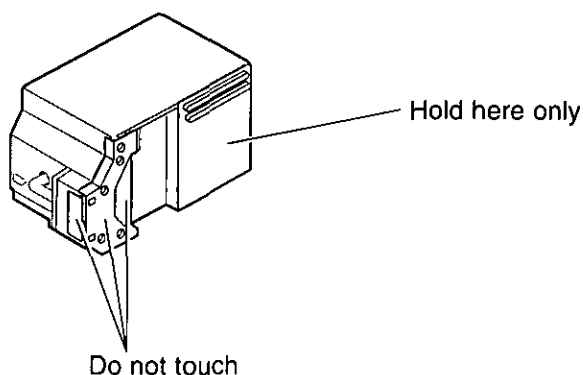
Installing the attached print cartridge

1 Make sure the power cord is attached.

2 Slide the front lid open lever towards you to open the front lid.

○ The unit will beep and the cartridge holder will move to the center. Do not touch the cartridge holder.

Front lid open lever
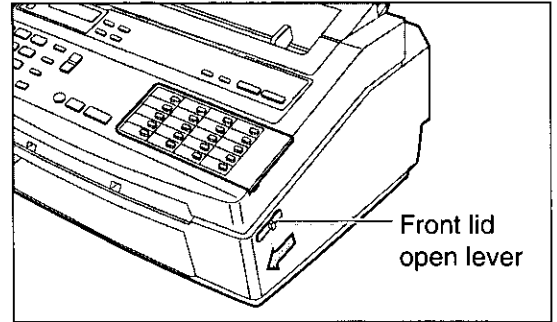
3 Lift the green lock lever on the cartridge holder.

○ Avoid touching the circuit board and film cable.

Film cable

Circuit board

Cartridge holder   Green lock lever
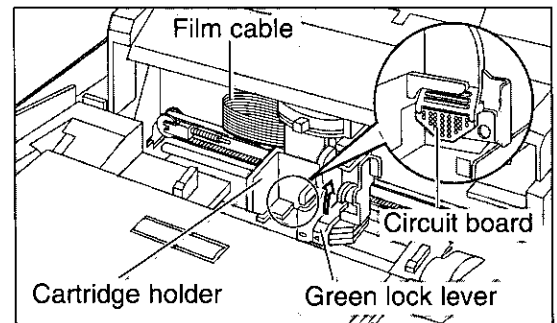
4 Unwrap the print cartridge.
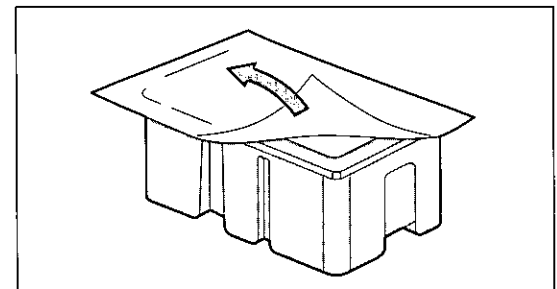
5 Lift off the print head cap from the print head, then remove the protective tape.

Caution:
○ Do not use the removed print head cap and protective tape again, or the recorded image may be distorted.

Print head cap   Protective tape
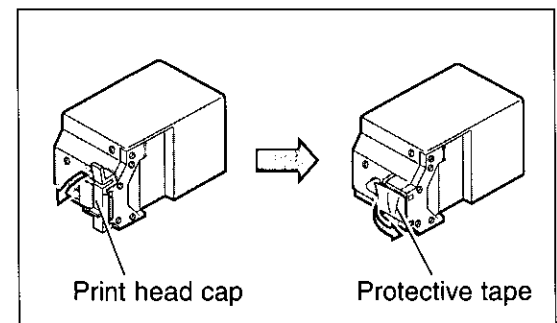
6 Slide the print cartridge straight into the cartridge holder (①) and press the green lock lever down completely (②).

○ Make sure the cartridge is pressed against the back of the holder.

Green lock lever
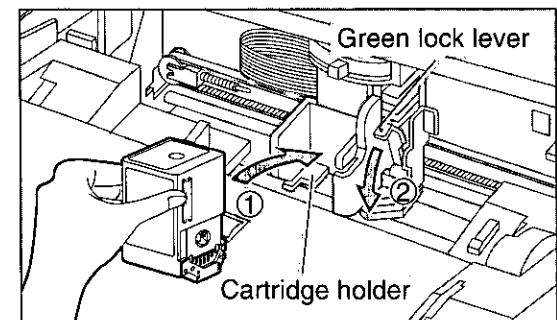
Cartridge holder

7 Make sure the marks on the lever and the cartridge holder are aligned.

Caution:
○Do not move the mechanism that houses the print cartridge. Attempting to move the print cartridge holder will damage the unit.
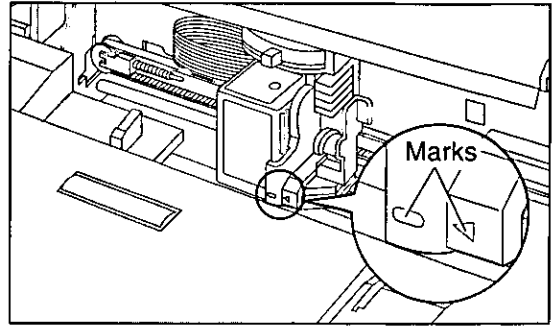
8 Set the paper thickness lever to the left.

○If you purchased and installed a color print cartridge, set the lever to the center.
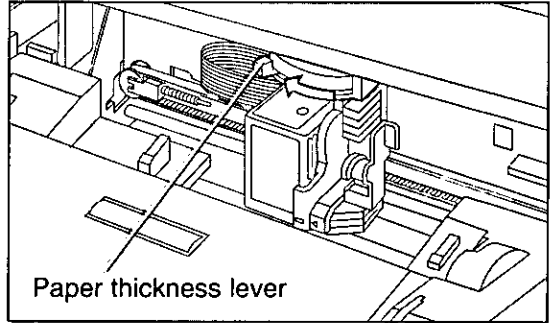
9 Close the lid securely by pushing down on both sides.
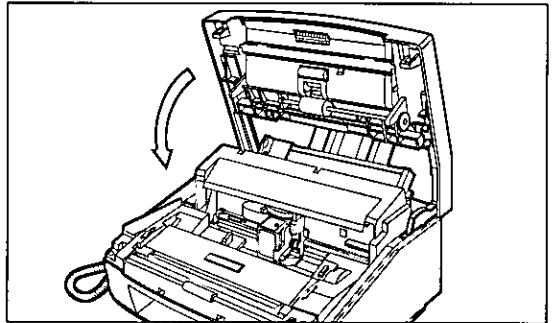
Installing the print cartridge container

The print cartridge container is used to store an unwrapped print cartridge to prevent the print head from drying and clogging. Install the container onto the unit to avoid losing it.

Hook the tabs on the side of the container onto the slot on the right side of the unit.
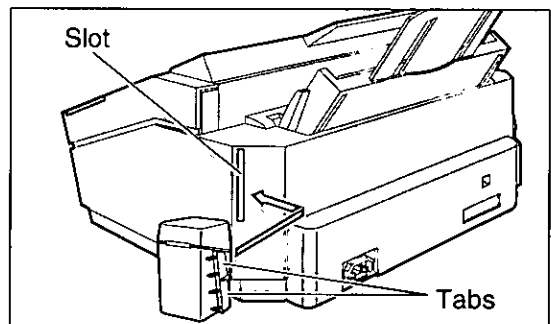
Installing the stackers and tray

Install the stackers and tray as follows.

Document tray

Document stacker

Paper stacker
○When receiving documents, pull out the paper stacker.
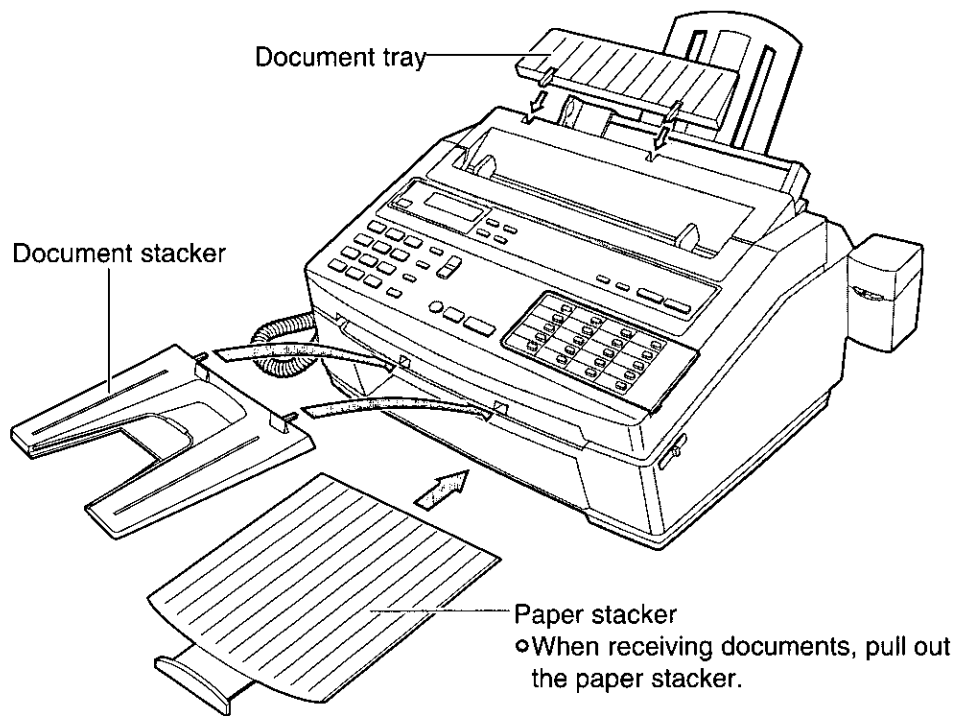
Re-installing the paper rest

The paper rest has been already installed.
○If it comes undone, re-install it into the paper tray by inserting two tabs of the paper rest into the center slot of the paper tray.

Tabs

Paper rest

Paper tray

Center slot
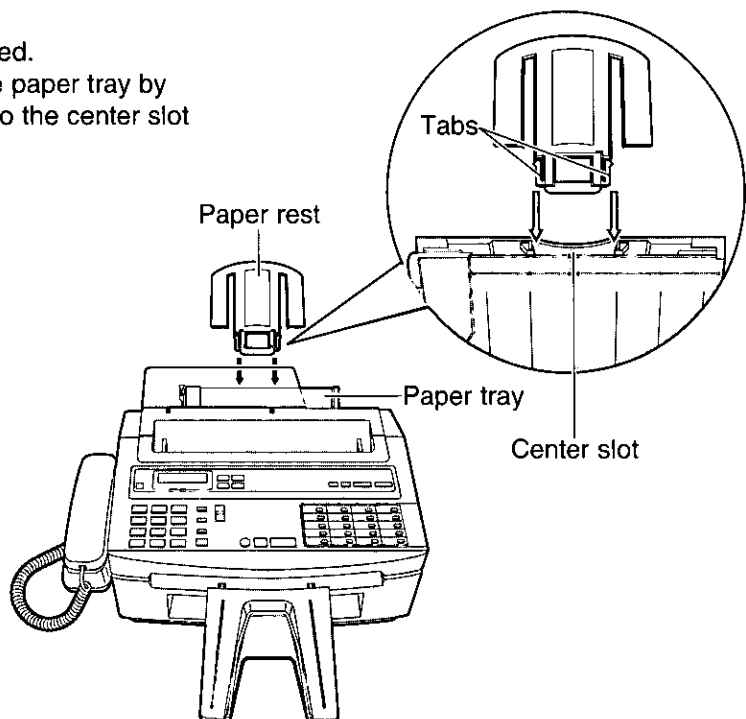
Before loading paper

To ensure trouble-free paper handling, set the paper thickness lever and the paper selection lever before loading the paper.

Setting the paper thickness lever

You can use the paper thickness lever to adjust the distance between the print head and the paper.

Normally set the lever to the **left** position.

○Set the lever to the **center** position when;
  —printing in color
  —printing on color ink jet paper, ink jet glossy paper, ink jet transparency film, or ink jet back print film.
○Set the lever to the **right** position when printing on thick paper or envelopes.
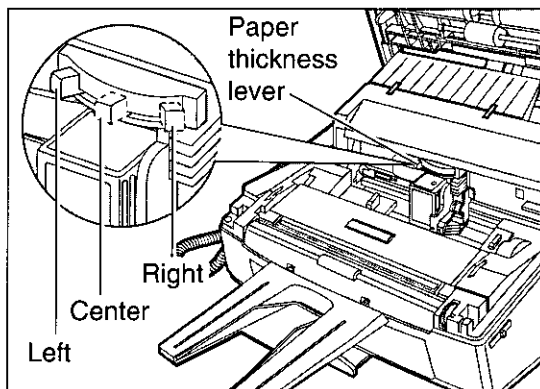
Note:
○When you receive or copy documents with a large image area, the received or copied documents may have smeared parts. In this event, set this lever to the center position.
○Always reset this lever when you change print cartridges.

Setting the paper selection lever

You must set the paper selection lever according to the paper you use.
Be sure to remove all of the paper from the paper tray before setting the paper selection lever.

Normally set this lever to the **back** position.

○Set this lever to the **front** position for envelopes or thick paper.
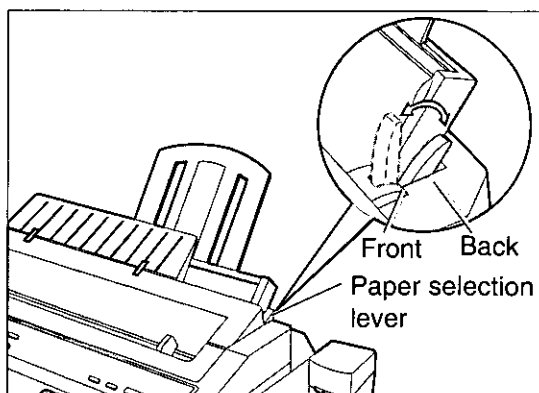
Note:
○Do not move this lever after loading paper in the paper tray.
○This lever is different from a lever on a typewriter or dot matrix printer. You need not pull it forward to load paper.

Loading a stack of paper

You can stack approximately 100 sheets of 75 g/m² (20 lb.) plain paper in the paper tray. Use 64 to 90 g/m² (17 to 24 lb.) paper.

1 Pull the paper rest up until it stops.

o Unless the paper rest is pulled up, a paper jam or multiple sheet feeding may occur.

Paper rest
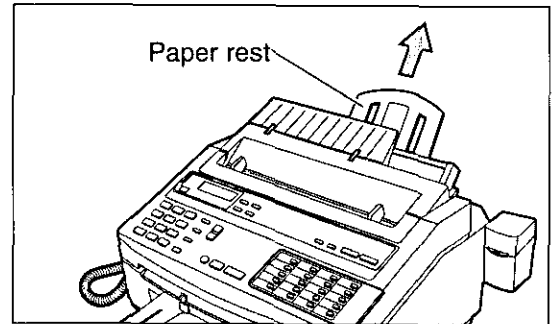
2 Set the paper selection lever to the back position.

Paper selection lever
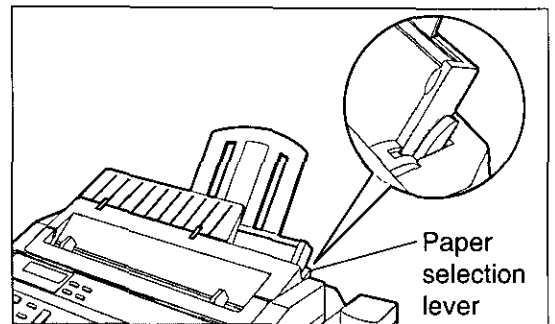
3 Fan the paper and slide it into the paper tray.

o Align the edge of the paper with the right edge of the paper tray.
o The height of the paper should not exceed the limit mark on the paper tray.
o If you have difficulty in sliding the paper, tilt the document tray towards you then slide the paper into the paper tray.

Document tray
Limit mark
↑UPPER LIMIT
Paper tray
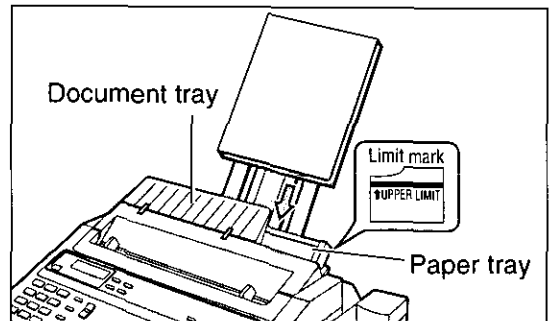
4 Adjust the paper guide.

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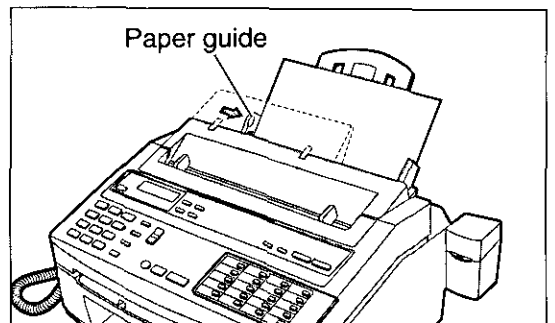
Note:
o Do not insert paper of different thickness in the paper tray at same time. This may cause a paper jam.
o Avoid extremely smooth or shiny paper that is highly textured. Also avoid coated, damaged, or wrinkled paper and paper with a cotton and/or fiber content that is over 20%.
o Avoid used paper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

Setting the recording paper size

The recording paper size is selected by programming and should match the size of the paper on the paper tray.

Programming choices.

LTR/LEGAL: The recording paper width is 216 mm (8½″).
A4: The recording paper width is 210 mm.

1 Press (MENU).

```
SYSTEM SET UP
```

2 Press [#], then [1][2].

```
PAPER SIZE
```

3 Press (START/SET).

```
LTR/LEGAL    [ Δ ∇ ]
```

4 Press (▲) or (▼) to select the desired mode.

5 Press (START/SET).

6 Press (MENU).

(MENU)

Dial keypad   (START/SET)   (▲)/(▼)
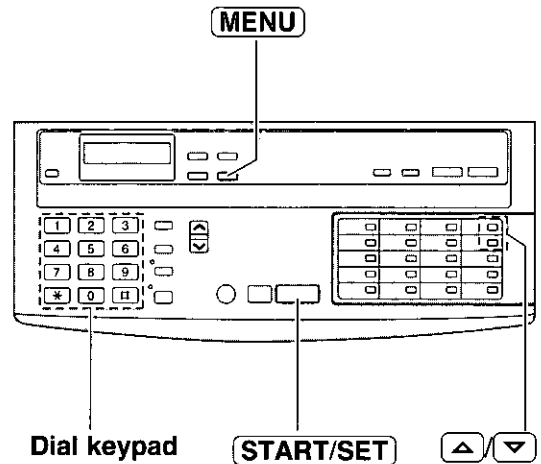
Printing a help list

After you have completed all the connections and installations, test the unit by printing a help list.
The help list describes the basic operating instructions.

To print a help list, press (HELP).

Sample of a help list

```
TRANSMITTING DOCUMENTS

 [ MANUAL ]   INSERT DOCUMENT  →  SP-PHONE  →  DIAL FAX NUMBER  →  START/SET

 [ AUTO ]     INSERT DOCUMENT  →  ☐ DIRECT CALL STATION

RECEIVE MODE

 [ FAX ]    THE UNIT WILL ANSWER EVERY CALL AND START FAX COMMUNICATION.

 [ TEL ]    THE UNIT WILL NOT ANSWER INCOMING CALLS.
            YOU MUST ANSWER EVERY CALL.

 [ EXT ]    ...ELEPHONE ANSWERING MACHINE(TAM) IS CONNECTED TO
            ...UTOMATICALLY RECEIVE FAX DOCUMENTS
```

(HELP)

15

Setting date, time, logo and facsimile telephone number

Before using your unit, program the correct date and time, your logo and your facsimile telephone number.

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

Setting the date and time

1 Press (MENU).

> SYSTEM SET UP

2 Press [#], then [0] [1].

> SET DATE & TIME

3 Press (START/SET).

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

Example: Aug. 10 1996, 3:00PM
Press [0][8] [1][0] [9][6] [0][3] [0][0], then press [#] for PM.

5 Press (START/SET).

6 Press (MENU).

(MENU)

Dial keypad   (STOP)   (START/SET)
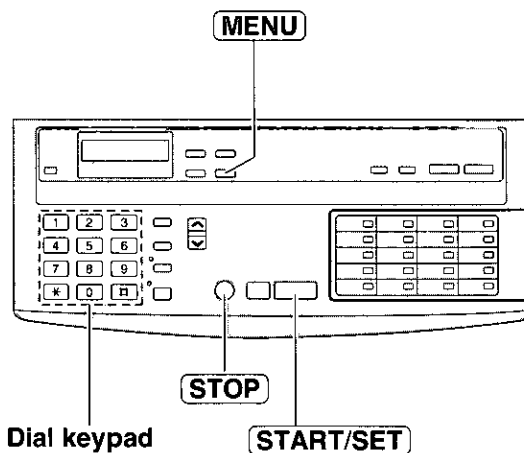
Note:
oWhen you make a mistake while programming, press (STOP) then make corrections.
oThe accuracy of the clock will be approximately ±60 seconds a month.

Setting your logo

Usually the logo is a company, division or personal name in an abbreviated form.

1 Press (MENU).

> SYSTEM SET UP

2 Press [#], then [0] [2].

> YOUR LOGO

3 Press (START/SET).

> LOGO=

4 Enter your logo up to 30 characters.
oRefer to the instructions on page 17.

5 Press (START/SET).

6 Press (MENU).

(MENU)

Dial keypad   (START/SET)
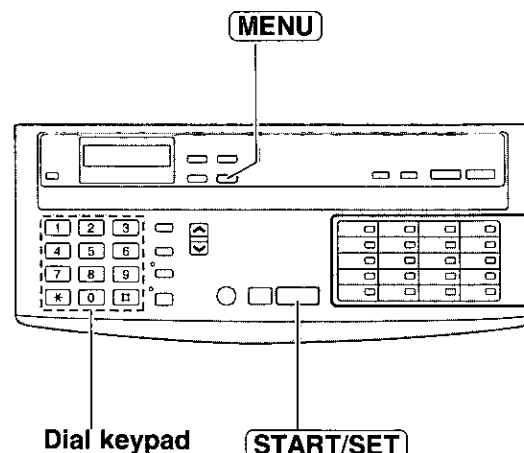
How to enter characters and symbols

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.

Initial Preparation

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	(	)	<	>	!	"	#	$	%	&	¥	
1/20	:	;	?	|	*	@	^	'	→				
2/21	INSERT key (Used to insert one character or one space.)												
6/25	SPACE key (Used to replace one character with a space.)												
7/26	DELETE key (Used to delete one character.)												
18/37	▷ key (Used to move the cursor to the right.)												
19/38	◁ key (Used to move the cursor to the left.)												

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

1. Press 6, then press direct call station 18.

```
LOGO=M
```

2. Press 4 six times, then press direct call station 18.

```
LOGO=Mi
```

3. Press 5 five times, then press direct call station 18.

```
LOGO=Mik
```

4. Press 3 five times.

```
LOGO=Mike
```

To correct a mistake while programming

Use direct call stations 18 and 19 to move the cursor to the incorrect character, then make the correction.

To see the layout of the direct call station keys

Remove the directory card cover with a pencil or similar object and turn the directory card over.

17

Setting your facsimile telephone number

1 Press (MENU).

> SYSTEM SET UP

2 Press [#], then [0] [3].

> YOUR TEL NO.

3 Press (START/SET).

> NO. =

4 Enter your facsimile telephone number up to 20 digits.
  o [#] button inserts a space and [*] button a "+".
  o To correct an error, move the cursor to the incorrect number by pressing [◁] or [▷] and enter the correct number.

5 Press (START/SET).

6 Press (MENU).

(MENU)

Dial keypad   (START/SET)
(STOP)   [▷]/[◁]
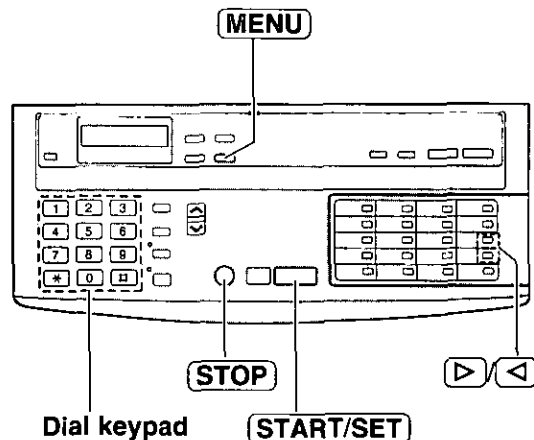
Note:
o Logo, telephone number, date, time and page number will be printed outside of the document you send. To change the print position, see page 55.

Adjusting volumes

Adjusting ringer volume

Open the station key panel. Then press (RINGER) while the unit is idle.
o 3 levels (high/low/off) are available.

To turn the ringer off:
1. Press (RINGER) repeatedly.
  o The following messages will be shown alternately.

> RINGER OFF= OK?   ◄►   YES: PRESS SET

2. 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

Station key panel

(START/SET)   (RINGER)
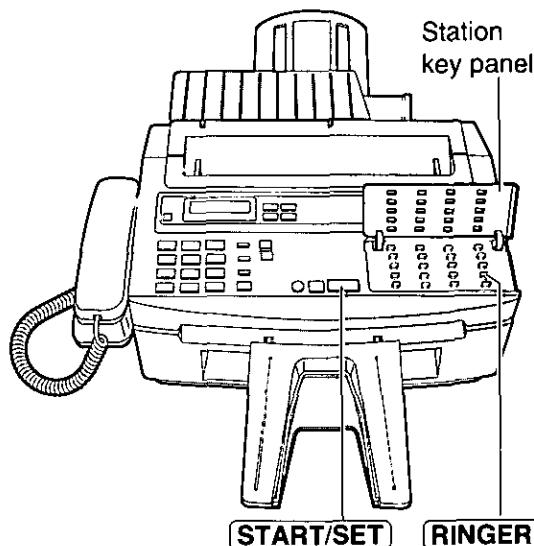
Adjusting handset and speaker volume

☐ **Handset volume:**
  Press (VOLUME) (v/∧) when using the handset.
  o 3 levels (high/middle/low) are available.

☐ **Speaker volume:**
  Press (VOLUME) (v/∧) when using the speakerphone.
  o 8 levels (high to low) are available.

(VOLUME)

18
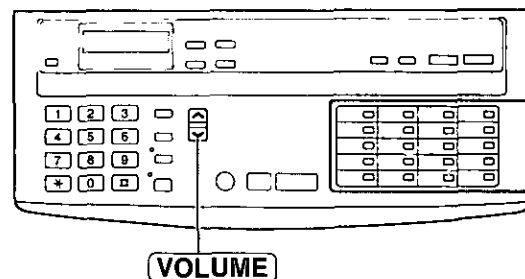
Selecting the receive mode

The unit combines the functions of facsimile and telephone as well as providing a TAM (Telephone Answering Machine) interface. This unit has three types of receive modes; TEL, FAX and EXT. TAM.
Regardless of the mode selected, you can always place calls and send faxes.

FAX mode:
Select this mode when you use 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 pages 23 and 24.

TEL mode:
Select this mode when you are home.
The unit will not automatically answer fax and voice calls. If you wish to answer a fax call during telephone conversation, you can start reception by pressing the START/SET button.
oWhen no one answers an incoming call by 15 rings, the receive mode will switch to the EXT. TAM mode automatically. If a telephone answering machine is not connected, the unit will switch to fax after five rings.

EXT. TAM mode:
Select this mode when you connect a telephone answering machine to the external telephone (EXT.) jack and leave the home or office.
If a voice call is detected, the answering machine will begin recording. If a fax call is detected, the facsimile unit will disconnect the answering machine and receive the fax documents. For further details, see page 52.
oIf your external telephone does not have an answering/recording feature, do not select this mode. We recommend that you select the TEL mode.

Select the desired mode by pressing (**RECEIVE MODE**) repeatedly.
oThe arrow indicator in the display shows your selection.

(**RECEIVE MODE**)
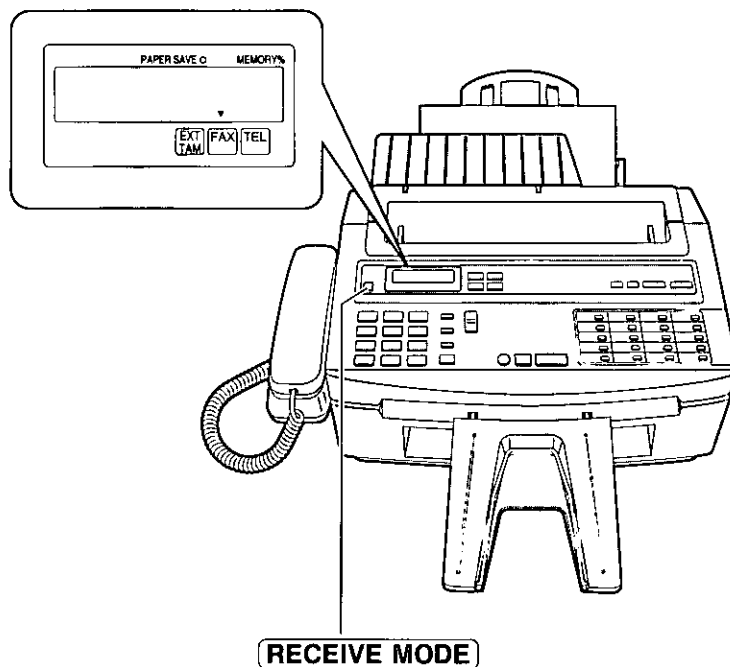
Making voice calls

1 Press (SP-PHONE) or lift the handset.

2 Dial a phone number.

●If you misdial, hang up and dial again.

3 When the other party answers, speak into the microphone or handset.

4 When finished, press (SP-PHONE) again or replace the handset.

(SP-PHONE)

Dial keypad
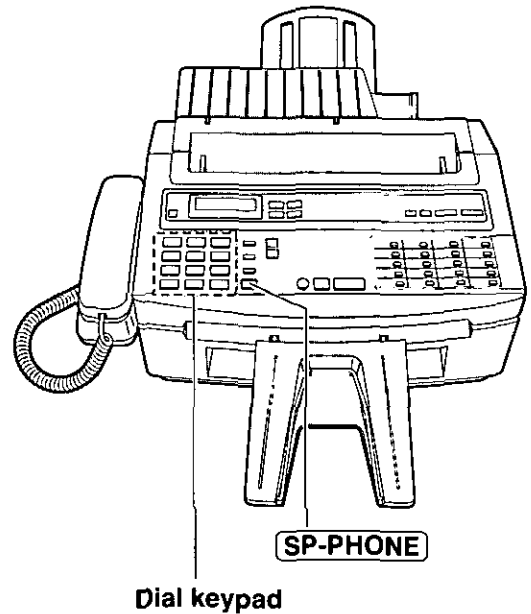
Answering voice calls

1 When the unit rings, lift the handset or press (SP-PHONE).

2 To hang up, replace the handset or press (SP-PHONE).

(VOLUME)

(SP-PHONE) (MUTE)
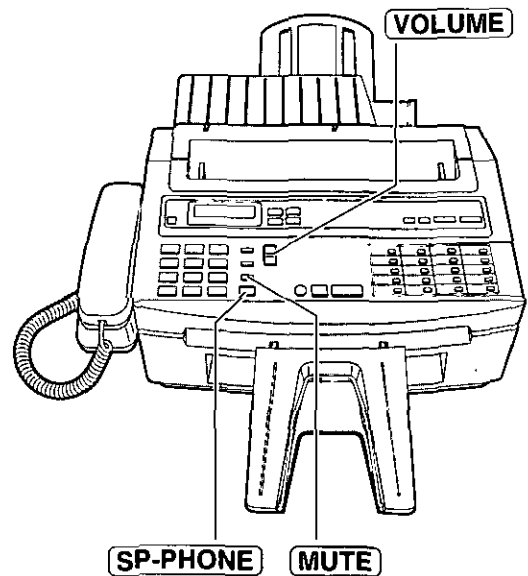
Voice muting

Using this feature, the other party cannot hear you but you can hear them.
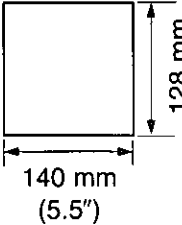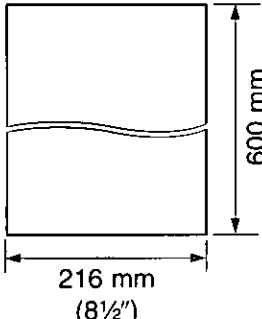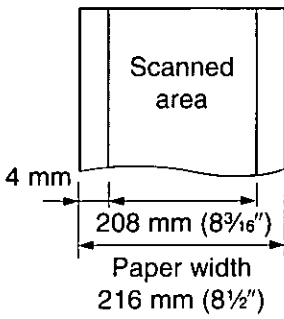
1. Press (MUTE) during a telephone conversation.
   ●The MUTE indicator light goes on.

2. To resume the conversation, press (MUTE) again.

Hints for speakerphone operation

●Use the speakerphone in a quiet room.
●If the other party has difficulty hearing you, adjust the volume using (VOLUME).
●If you and the other party speak at the same time, parts of your conversation will be lost. To avoid this, speak alternately.
●To switch to the handset, lift the handset. To switch to the speakerphone again, press (SP-PHONE).

20

Transmitting documents

Documents you can send

Minimum size	Maximum size	Effective scanning area	Document weight

Minimum size

128 mm (5")

140 mm (5.5")

Maximum size

600 mm (23")

216 mm (8½")

Effective scanning area

Scanned area

4 mm

208 mm (8¾6")

Paper width
216 mm (8½")

Document weight

Single sheet:
45 to 90 g/m² (12 to 24 lb.)
Multiple sheets:
60 to 75 g/m² (16 to 20 lb.)

Note:

o Remove clips, staples or other similar fastening objects.

o Check that ink, paste or correction fluid has dried.

o Do not send the following types of documents. Use copies for fax transmission.
   —Chemically treated paper such as carbon or carbonless duplicating paper
   —Electrostatically charged paper
   —Heavily curled, creased or torn paper
   —Paper with a coated surface
   —Paper with a faint contrast
   —Paper with printing on the opposite side that can be seen through the front (e.g. newspaper)

Loading documents

1   Open the document stacker extension.

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

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

4   Press (RESOLUTION) repeatedly to the desired setting.
    o The selected resolution will be shown on the display.

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

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

Document guides

FACE DOWN

(RESOLUTION)

Document stacker extension

21
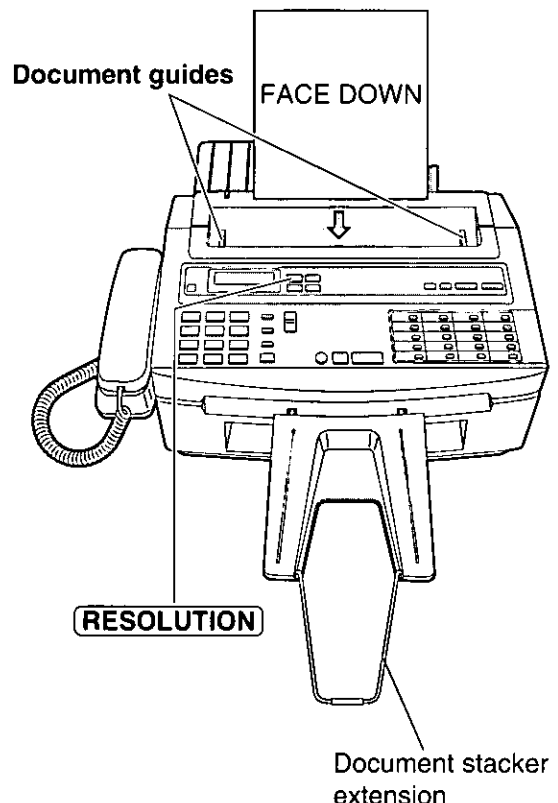
Transmitting documents manually

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

2 Press (SP-PHONE) or lift the handset.

3 Dial a phone number.

○ If you misdial, hang up and dial again.

4 When a fax tone is heard, press (START/SET).

5 Replace the handset if using it.

Note:
○ If the other party answers your call, ask them to start to receive a fax, then press your (START/SET).
○ The unit will automatically end the transmission after the last sheet is transmitted.

Dial keypad
FACE DOWN
(START/SET)
(SP-PHONE)
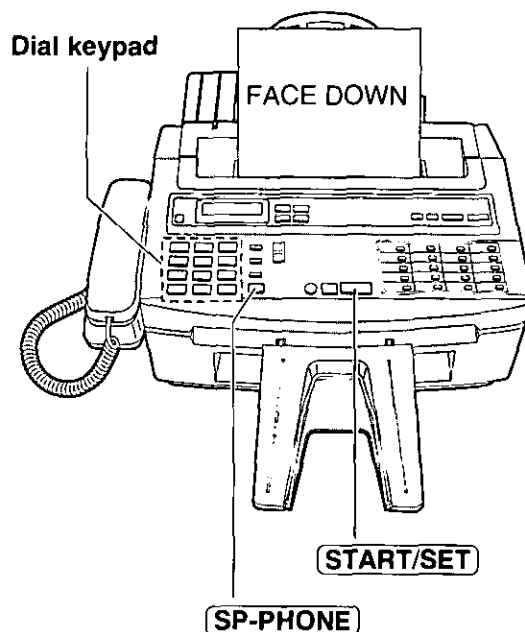
Transmitting documents with fewer procedures

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

2 Dial a phone number.

○ If you misdial, press (STOP) and dial again.

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 (STOP).

Dial keypad
FACE DOWN
(STOP) (START/SET)
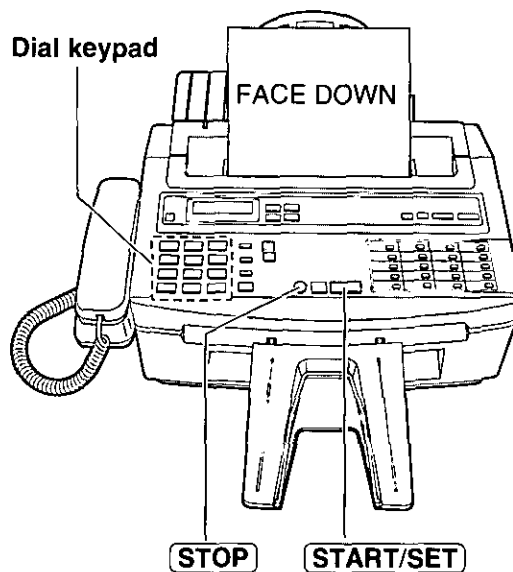
To send 16 or more sheets at a time

Insert the first 15 sheets of the document. Add the extra sheets (up to 15) before the last sheet is fed into the unit.

To stop transmission

Press (STOP).

22

Receiving documents

Manual reception

1 When the unit rings, lift the handset or press
   (SP-PHONE) to answer the call.

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

3 Replace the handset if using it.

(START/SET)

(SP-PHONE)
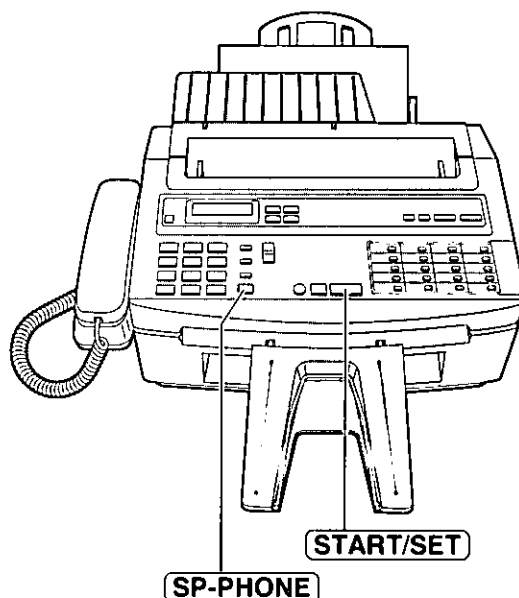
Automatic reception

Set the receive mode to FAX by pressing
(RECEIVE MODE).

oWhen a fax call comes in, the unit will automatically
activate the fax function to receive documents.

PAPER SAVE o   MEMORY%

EXT/TAM FAX TEL

(RECEIVE MODE)   (STOP)
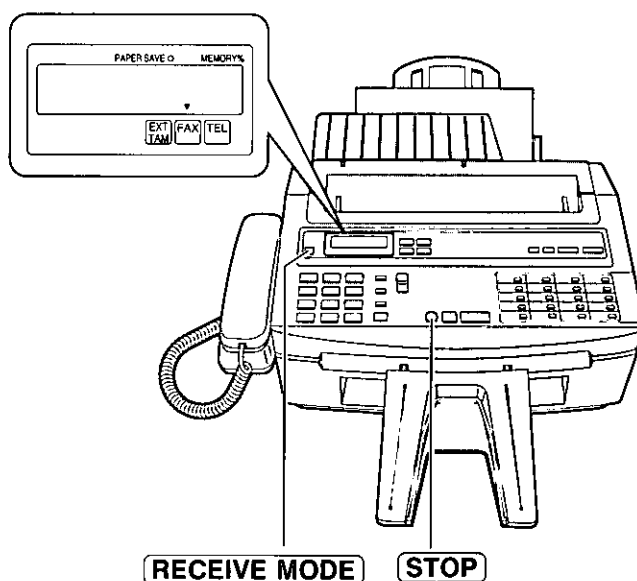
To stop reception

Press (STOP).

Ink detection feature

The unit will print a small box on the bottom right
corner of incoming fax messages to check if there is
enough ink in the cartridge. For more details, see
page 45.

Receiving an over-sized document

oWhen receiving an over-sized document, the unit
will divide it into two or more pages when printing
out.
oIf an appropriate reduction rate (page 42) is set,
the unit can print an over-sized document on one
page.

Setting the FAX mode ring count

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

Helpful hints:
oTo answer a call before the unit does, increase the number of rings.
oIf you find difficulty in receiving faxes from machines with an automatic transmission feature, decrease the number of rings.

1 Press (MENU).

```
┌─────────────────────┐
│ SYSTEM  SET  UP     │
└─────────────────────┘
```

2 Press [#], then press [0][7].

```
┌─────────────────────┐
│ FAX  RING           │
└─────────────────────┘
```

3 Press (START/SET).

```
┌─────────────────────┐
│ COUNT=1      [ Δ ▽ ]│
└─────────────────────┘
```

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

5 Press (START/SET).

6 Press (MENU).

Dial keypad   (START/SET)   (▲)/(▼)
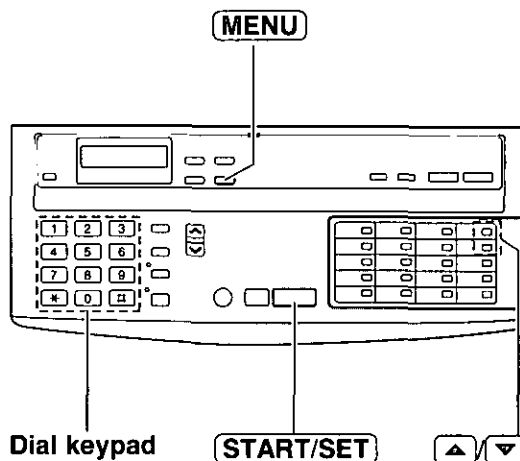
Memory reception

The unit will temporarily store received documents in memory when;
—the unit runs out of recording paper,
—the print cartridge runs out of ink,
—a paper jam occurs, or
—the unit is in the printer mode.

Concerning the memory capacity, see page 79. To print a stored document, see page 43.

Note:
oIf memory reception alert is set to on, the unit will alert you with a slow beep while documents are in memory. See page 44.

24

Making a copy

The unit can make single or multiple copies (up to 99). Any transmissible document can be copied (see page 21).

1 Insert the documents (up to 15 sheets) FACE DOWN until a beep tone is heard.

2 Press (**COPY**).

> NUMBER=1

○If you need two or more copies, enter the number of copies (up to 99).

3 Press (**COPY**).

Dial keypad

FACE DOWN

(STOP)   (COPY)

Note:
○The copied document will be slightly smaller than the original because of the copy reduction setting. To change the copy reduction rate, see page 50.
○If the copied document is unclear or blank, the print cartridge may run out of ink. Clean the print head (see page 72). If the output is still unsatisfactory, replace the print cartridge with new one (see page 67).
○When copying, the unit will automatically select FINE resolution.
○You can make or receive a voice call while making a copy.
○You can make a copy when the unit is in the printer mode. After copying, the printer mode will reset.
○If you make a copy when a problem occurs in the printer mode, the data from your computer will be cleared.
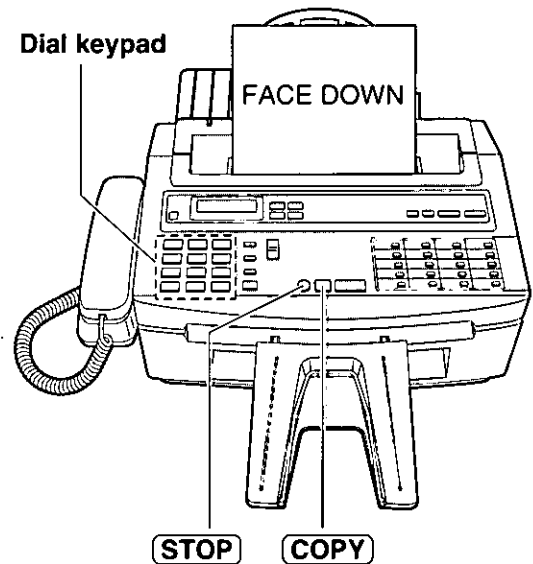
To stop copying

Press (STOP).

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: The unit is equipped with 19 direct call station keys including the BROAD CAST key, each of which is divided into an upper station and a lower station.
Speed dialing: The unit is equipped with 80 additional dialing stations. These stations are assigned to 2-digit numbers (00–79).

To store the phone numbers in memory, proceed as follows:

1 Press (MENU) until the following message is displayed.

```
STORE TEL NO.
```

2a **Programming for one-touch dialing:**
For upper stations 1–19
Press one of the direct call station keys.
○If you select direct call station 1, select "DIAL MODE" by pressing (▲) or (▼), then press (START/SET) to get next prompt.

For lower stations 20–38
Press (LOWER), then press one of the direct call station keys.

2b **Programming for speed dialing:**
Press ⌗, then press the desired 2-digit number (00–79).

3 Enter the phone number up to 30 digits in length.
○To enter a hyphen in a phone number, press (HYPHEN) (direct call station 8).

4 Press (START/SET) to store the number.

```
NAME=
```

5 Enter the station name, up to 10 characters, by following the instructions on page 17.

6 Press (START/SET) to store the station name.
○To program other stations, repeat steps 2 to 6.

7 Press (STOP) to end the program.
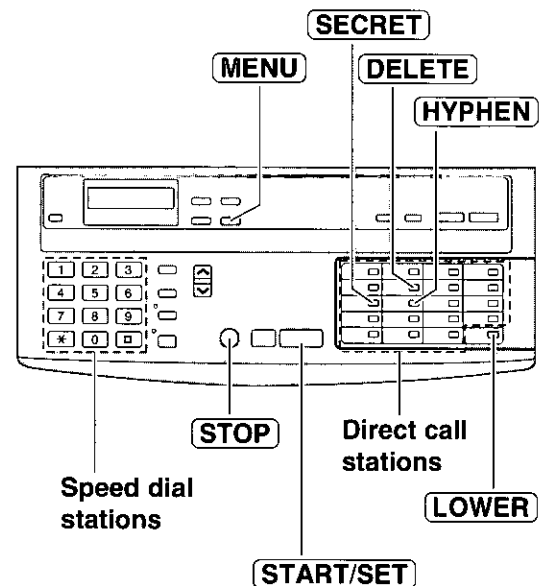
Helpful hint:
○To confirm stored phone numbers and station names, print a telephone number list (see page 58).

To keep whole or part of the phone number secret

Press (SECRET) (direct call station 3) before and after the number you wish to keep secret.
○The phone number will not appear on the display and on the telephone number list.
○Pressing (SECRET) once counts as two digits.

To erase a stored number and station name

Press (STOP) in step 3 to clear the phone number.
Press (DELETE) (direct call station 7) repeatedly in step 5 until all the characters are erased.

Making voice calls using automatic dialing

1   Press (SP-PHONE) or lift the handset.

2a **Using one-touch dialing:**
    For upper stations (1–19)
    Press the desired direct call station key.

    For lower stations (20–38)
    Press (LOWER), then press the desired direct call station key.

2b **Using speed dialing:**
    Press (DIRECTORY), then press [#] and the desired 2-digit number (00–79).

(DIRECTORY)   Direct call stations

(LOWER)

(SP-PHONE)

Speed dial stations
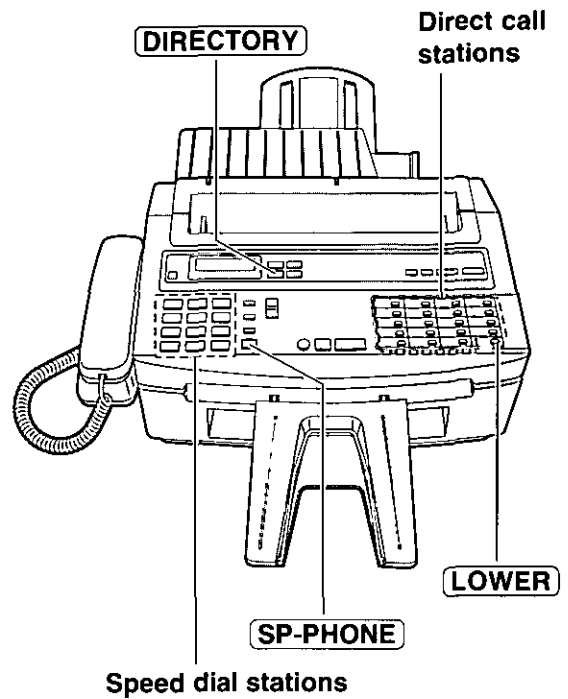
Transmitting documents using automatic dialing

1   Insert the documents FACE DOWN.

2a **Using one-touch dialing:**
    For upper stations (1–19)
    Press the desired direct call station key.

    For lower stations (20–38)
    Press (LOWER), then press the desired direct call station key.

2b **Using speed dialing:**
    Press (DIRECTORY), then press [#] and the desired 2-digit number (00–79).

Note:
o If there is no answer or the line is busy, the unit will automatically redial the number up to 5 times. To cancel, press (STOP).

(DIRECTORY)   Direct call stations

FACE DOWN

Speed dial stations   (LOWER)

(STOP)

27
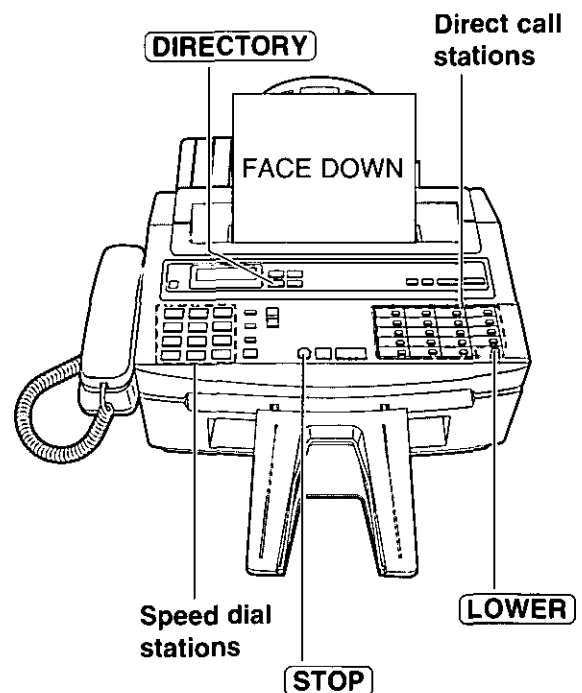
Electronic telephone directory

The station names stored in memory are 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.

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

1 Press (DIRECTORY).

```
SELECT INDEX
```

2 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. Press (▼) until the desired name is displayed.

OR

Press (▲) or (▼) repeatedly until the desired name is displayed.

3 Press (START/SET).
o The unit will start dialing.
o If a document is fed into the unit, the unit will start transmission.

(DIRECTORY)

Dial keypad   (▲)/(▼)

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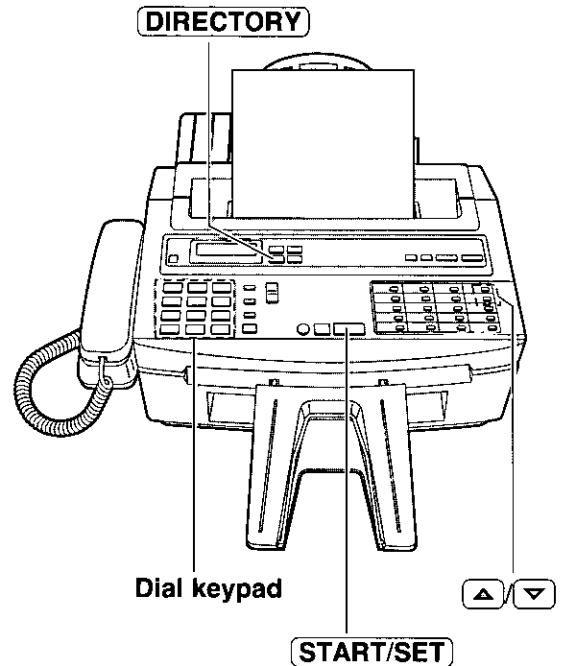
Dial key	Index	Dial key	Index
1	1	7	P, Q, R, S, 7
2	A, B, C, 2	8	T, U, V, 8
3	D, E, F, 3	9	W, X, Y, Z, 9
4	G, H, I, 4	0	0
5	J, K, L, 5	*	Other symbols
6	M, N, O, 6	#	(Used for speed dialing)

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

1 Press (SP-PHONE) while transmitting or receiving documents.

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

2 When the other party answers, the unit will emit a distinctive ring.
Press (SP-PHONE) or lift the handset to start speaking.

○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. After you hang up, the unit will continue printing if not completed.
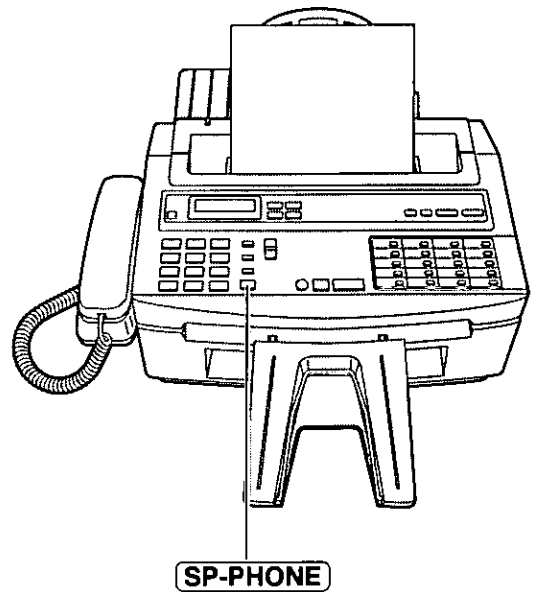
(SP-PHONE)

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) or lift the handset, then start speaking.

Note:
○If you do not answer within 10 seconds of the distinctive ring, the line will be automatically disconnected.

TONE, FLASH and PAUSE/REDIAL buttons ==

TONE button _____

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

Using the FLASH button _____

The FLASH button functions as the hookswitch on a regular phone. If you misdial or dial another phone number, press the FLASH button firmly.

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

(FLASH)
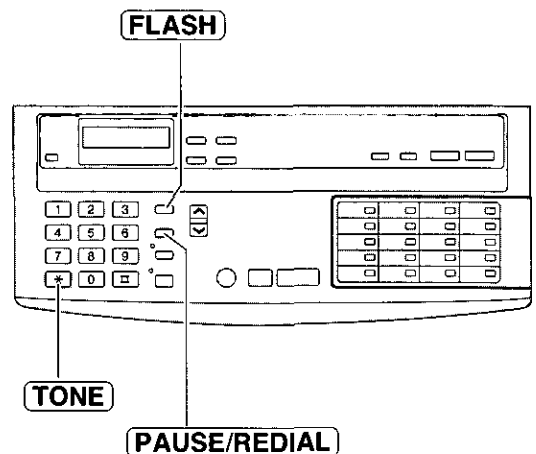
(TONE)

(PAUSE/REDIAL)

Note:
○TONE, FLASH and PAUSE can be stored into a phone number for automatic dialing.

Entering pauses _____

If the PAUSE/REDIAL button is pressed during dialing, a pause will be inserted.

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

| 9 |—| PAUSE |—| Phone number |

└── Line access code
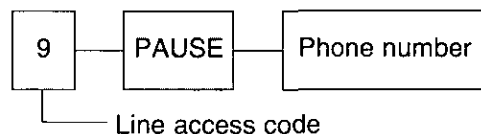
Example-2: If transmission errors occur when making an overseas transmission, add two pauses at the end of the phone number.

| International access code |—| Country code |—| Phone number |—| PAUSE |—| PAUSE |
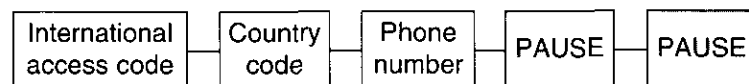
Redialing the last number dialed _____

If the PAUSE/REDIAL button is pressed immediately after the dial tone is obtained, the last number dialed will be redialed.

1. Lift the handset or press (SP-PHONE).

2. Press (PAUSE/REDIAL).

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

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.

1 Press (**MENU**) until the following is displayed.

> POLLING

2 Press (**START/SET**).

> NO.=

3 Enter the phone number by using one-touch dialing, speed dialing, full number dialing or electronic telephone directory (see page 28).

4 Press (**START/SET**).

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

Dial keypad
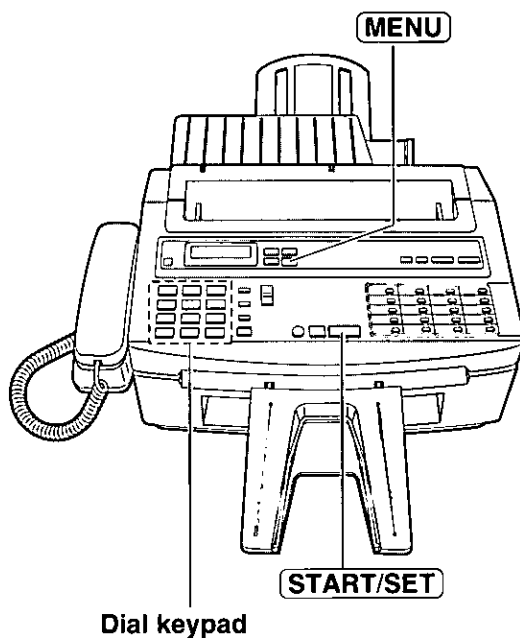
Transmit polling

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.

1 Press (**RECEIVE MODE**) to select either FAX or EXT. TAM mode.

2 Insert the documents FACE DOWN.

3 Press (**MENU**) until the following is displayed.

> POLLED

4 Press (**START/SET**).

> MODE=OFF   [△▽]

5 Press (△) or (▽) to select "ON".

> MODE=ON   [△▽]

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

6 Press (**START/SET**).

> POLLED ON
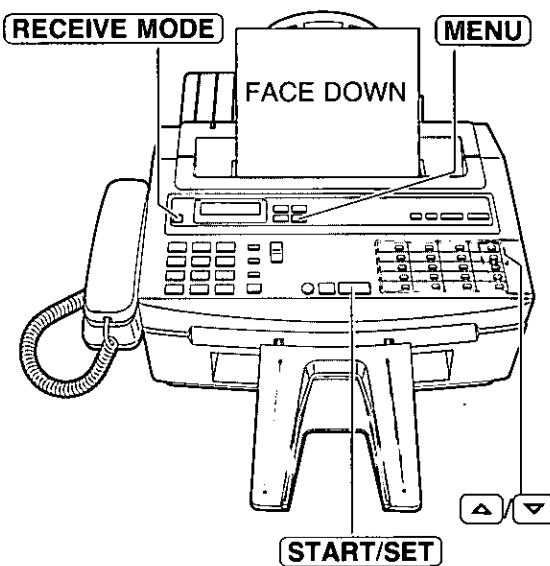
Note:
○When delayed transmission (page 32) is set to ON, this feature is not available.

FACE DOWN

Delayed transmission

Using a built-in clock, this unit can send documents automatically at a specific time. This allows you to take advantage of low-cost calling hours offered by some telephone companies.
The delayed transmission can be reserved to take place up to 24 hours.

1 Insert the documents FACE DOWN.

2 Press (MENU).

SYSTEM SET UP

3 Press [#], then press [2] [5].

DELAYED XMT

4 Press (START/SET).

MODE=OFF [▲▼]

5 Press (▲) or (▼) to select "ON".

MODE=ON [▲▼]

6 Press (START/SET).

NO.=

7 Enter the phone number by using one-touch dialing, speed dialing, full number dialing or electronic telephone directory.

8 Press (START/SET).

TIME=12:00AM

9 Enter the transmission start time.
Example: *11:00PM*
Press [1][1][0][0], then press [#] to select PM.
To select AM, press [*].

10 Press (START/SET).

11 Press (MENU).

⊚When the programmed time has come, the unit will automatically start transmission.
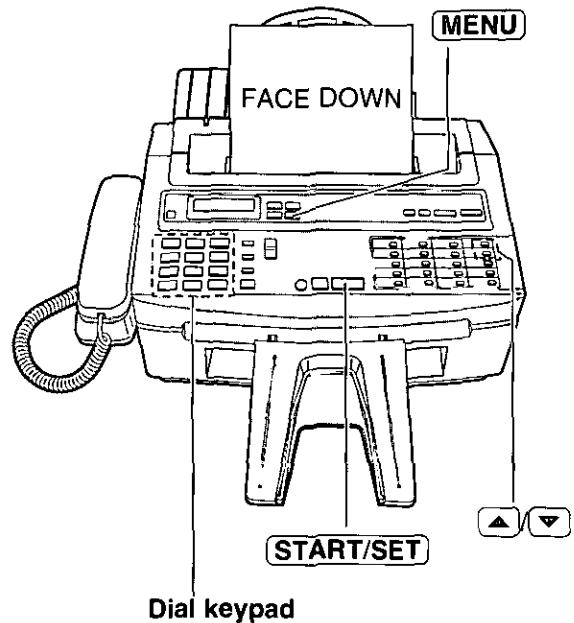
FACE DOWN

(MENU)

(START/SET)

(▲)/(▼)

Dial keypad

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 delayed transmission is set.
○If the programmed start time has passed during a power failure, delayed transmission will be attempted after power is restored.
○When transmit polling (see page 31) is ON, delayed transmission is not available.

Transmitting documents to multistations

This feature is useful when frequently sending the same documents to fixed parties whose phone numbers are stored in other direct call stations and speed dial stations. Program their stations into the BROAD CAST key (direct call station 1).

Important:
o Before programming, make sure that the desired phone numbers have been stored into the direct call stations or speed dial stations (see pages 26 and 58).
o The BROAD CAST key can be used as direct call station 1 or as a broadcast key.

Programming the BROAD CAST key with phone numbers

1 Press (MENU) until the following is displayed.

```
STORE TEL NO.
```

2 Press (BROAD CAST).

```
DIAL MODE    [Δ▽]
```

3 Press (Δ) or (▽) to select "PROG. MODE".

```
PROG. MODE   [Δ▽]
```

o If you wish to use this key as a direct call station key, select "DIAL MODE".

4 Press (START/SET).

```
NO.=         [001]
```

5 Enter the phone numbers.

Using direct call stations:
—For upper stations 2–19, press the preset direct call station key.
—For lower stations 20–38, press (LOWER), then press the preset direct call station key.

Using speed dial stations:
—Press (#) and the preset 2-digit number (00–79).

o To enter other phone numbers, repeat this step (up to 117 stations).

6 Press (START/SET) after entering all the desired phone numbers.

7 Press (STOP).
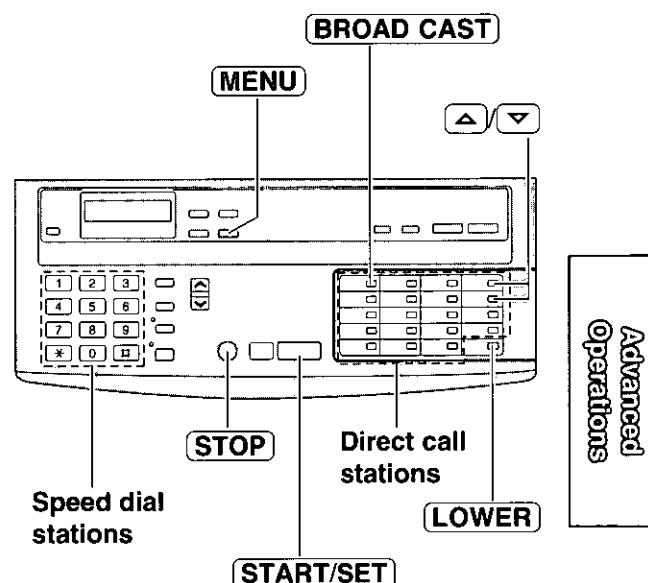
Note:
o If you make a mistake while programming, press (STOP), then make the correction.
o Confirm that you have correctly stored your programming by printing a telephone number list (see page 58).

(BROAD CAST)
(MENU)
(Δ)/(▽)

(STOP)   Direct call stations
Speed dial stations   (LOWER)
(START/SET)

Advanced Operations

Transmission using the BROAD CAST key _____

The documents will be scanned and stored into memory when using the BROAD CAST key. After transmission, the stored documents will be erased automatically.
For memory capacity specifications when storing documents, see page 79.

1 Insert the documents FACE DOWN.

2 Press (**BROAD CAST**).

o The documents will be fed into the unit and scanned into memory. Then the unit will transmit the data to each station, calling each number sequentially.

Note:
o If you select the fine or halftone resolution, the number of documents that the unit can transmit will be decreased.
o If one of the stations is busy or does not answer, the station will be skipped. All skipped stations will be redialed up to 5 times after all other stations have been called.
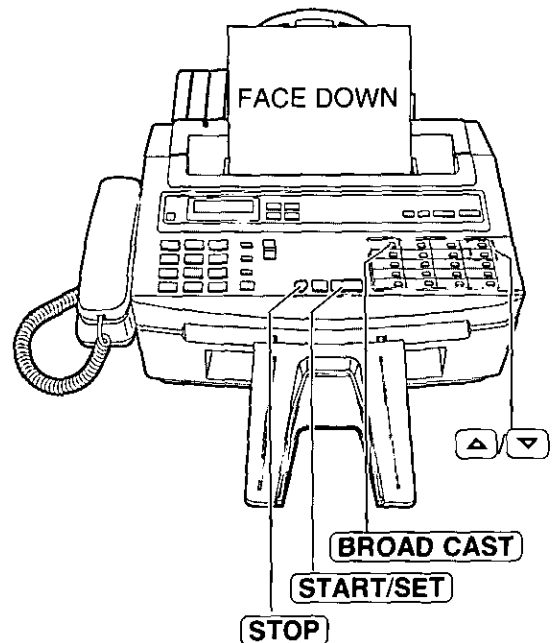
Canceling the broadcast setting

1. Press (**STOP**) during idle status.

```
CANCEL BROAD.
```

2. Press (**START/SET**).

```
=YES          [△▽]
```

3. Press (**△**) or (**▽**) to select "YES".

4. Press (**START/SET**).

Multitransmission report _____

After all the transmissions have been completed, the unit will automatically print the following report.

Sample of the multitransmission report:

```
        MULTI TRANSMISSION REPORT
                                                              (1/1)
                                            Jan. 10 1996 03:36PM


  NO.  OTHER FACSIMILE   START TIME     USAGE TIME   TX PAGES   RESULT
  001  <S02>             Jan. 10 03:31PM  00'42        00        NO RESPONSE
  002  <S03>             Jan. 10 03:33PM  00'41        00        NO RESPONSE
  003  <S04>             Jan. 10 03:34PM  00'42        00        NO RESPONSE
  004  <A05>             Jan. 10 03:35PM  00'41        00        NO RESPONSE

                         TOTAL           002'46        000

                         RESULT : NO RESPONSE
                         << POSSIBILITY OF REASON >>
                           1.RECEIVING FAX BUSY.
                           2.RECEIVING FAX OUT OF PAPER.
                           3.POWER FAILURE OR OTHERS.
```

Transmitting documents from memory

The unit will be able to scan and store the documents into memory, and the unit will transmit the stored documents.
For memory capacity specifications when storing documents, see page 79.

Setting the memory transmission

1 Press (MENU) until the following is displayed.

```
SYSTEM SET UP
```

2 Press [#], then press [0][5].

```
MEMORY XMT
```

3 Press (START/SET).

```
MODE=OFF      [ Δ ∇ ]
```

4 Press (▲) or (▼) to select "ON".

```
MODE=ON       [ Δ ∇ ]
```

5 Press (START/SET).

6 Press (MENU).

(MENU)

Dial keypad   (START/SET)   (▲)/(▼)
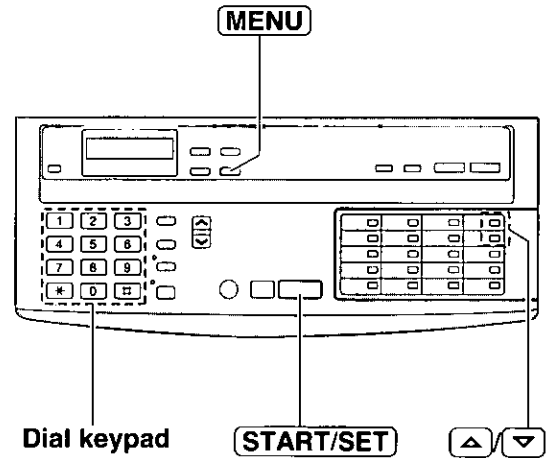
Transmitting documents from memory

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

2 Enter the phone number by using one-touch dialing, speed dialing, a full number or electric telephone directory (see page 28).

3 When using a full number, press (START/SET).

○The documents will be fed into the unit and scanned into memory.
After storing all pages, the unit will transmit the documents.
○The amount of memory used will be shown as a percentage on the display.

```
PAGES=01          05
```
Amount of memory used ─┘
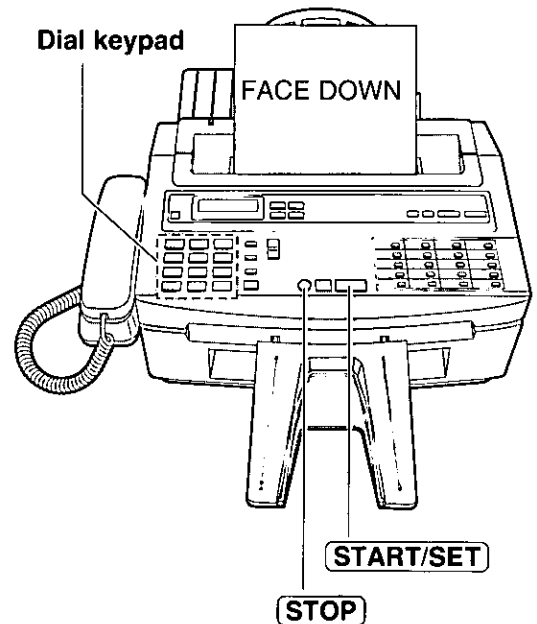
Dial keypad

FACE DOWN

(START/SET)

(STOP)

Note:
○If there is no answer or the line is busy, the unit will automatically redial the number up to 5 times.
○The stored documents will be automatically erased after transmission.
○To cancel the memory transmission, press (STOP) during or after scanning documents.
○If you select the fine or halftone resolution, the number of documents that can be sent will be decreased.

Advanced Operations

Memory polling transmission

When the memory transmission feature (see page 35) is set to on, polling transmission can be performed after your documents are stored into memory

Operation.
Perform the same procedure explained in "Transmit polling" on page 31
oThe unit will feed the document to store it into memory

Note:
oThe stored document will remain in memory after transmission

To erase the stored document or cancel the polling transmission, proceed as follows·

1 Press (STOP) during idle status

```
CANCEL  POLLED
```

2. Press (START/SET)

```
=YES          [Δ∇]
```

3. Press (▲) or (▼) to select "YES"

4. Press (START/SET)

Memory delayed transmission

When the memory transmission feature (see page 35) is set to on, you can store documents in memory for later transmission using delayed transmission
With this feature, up to 3 delayed transmissions can be reserved at a time
The stored documents will be automatically erased after transmission

Operation.
Perform the same procedure on page 32
oThe unit will feed the document to store it into memory and the reservation number will be displayed

```
RSV   NO = 02
```

Note
●The reservation number will be numbered consecutively with that of the transmission reservation
●You can confirm the reservation number by printing out a reservation list (see page 58)
●If a power failure occurs prior to completing transmission, the stored documents will be cleared and the transmission will be canceled The result will be printed on a power-down report (see page 64)

To cancel the delayed transmission, proceed as follows·

1. Press (STOP) during idle status

```
CANCEL  XMT
```

2. Press (START/SET)

```
RSV   NO = 1 [Δ∇]
```

3. Press (▲) or (▼) to select the reservation number of the stored document you wish to cancel

4. Press (START/SET)

Reserving transmission

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 completed.

1 Insert the documents FACE DOWN during fax reception.

2 Enter the phone number by using one-touch dialing, speed dialing, full number dialing or electronic telephone directory (see page 28).
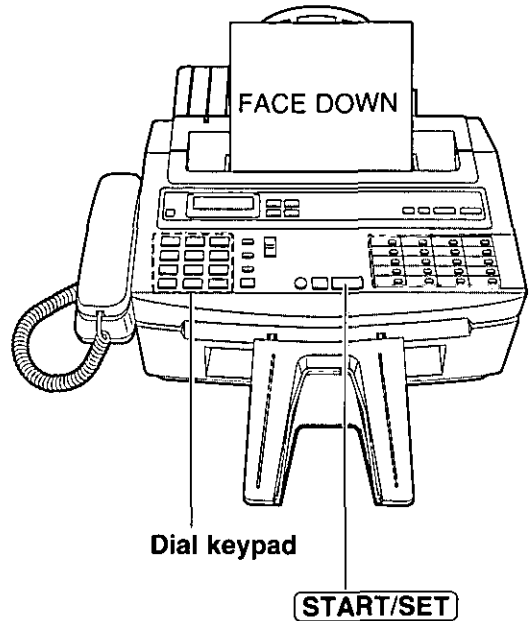
3 Press (START/SET).

o The reservation number will be displayed.

```
RSV. NO.= 01
```

To cancel the reservation:

Remove the documents from the document tray.

Dial keypad

(START/SET)

Reserving transmission using memory transmission

When the memory transmission feature (see page 35) is set to on, up to 3 transmissions can be reserved in memory. This feature is available when awaiting redial of a memory transmission.

1 Insert the documents FACE DOWN while waiting for redial.

2 Enter the phone number by using one-touch dialing, speed dialing, full number dialing or electronic telephone directory (see page 28).

3 Press (START/SET).

o The unit will feed the document and store it in memory. Then the reservation number will be displayed.

Note:
o The reservation number will be numbered consecutively in the memory delayed transmission.
o When receiving or transmitting documents, the documents to be reserved will not be stored in memory.

To cancel the reservation:

Press (STOP) when the transmission you wish to cancel begins.

Dial keypad (START/SET)

(STOP)

37
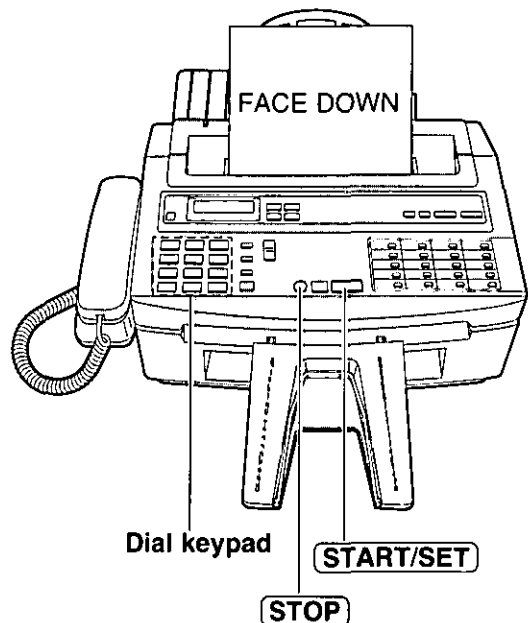
Sending documents overseas

You may experience difficulty in transmitting documents overseas. This feature will make sending documents easier as the transmission speed is slowed down. Before starting the transmission procedure, follow the steps below.

1 Press (MENU).

> SYSTEM SET UP

2 Press [#], then [2][3].

> OVERSEAS MODE

3 Press (START/SET).

> MODE=OFF   [Δ ∇]

4 Press (▲) or (▼) to select "ON".

> MODE=ON   [Δ ∇]

5 Press (START/SET).

6 Press (MENU).

(MENU)

Dial keypad   (START/SET)   (▲)/(▼)
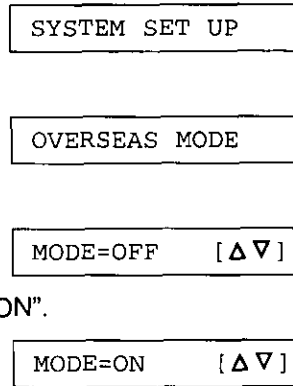
Note:
○ After transmission, this feature will be turned off automatically.
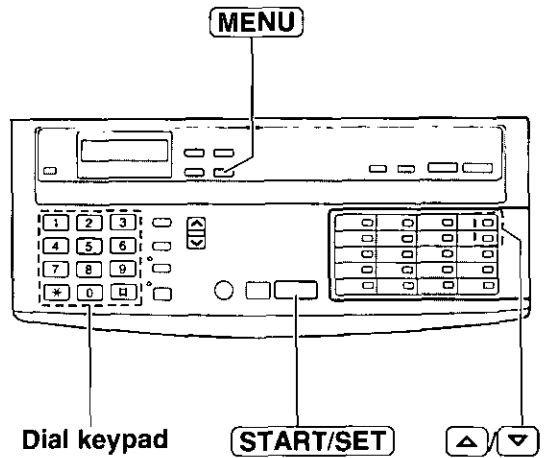○ This transmission feature is not available using the BROAD CAST key.

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:

(MENU)

1 Press (MENU) until the following is displayed.

> PRINT LIST

2 Press [#], then [7].

> FAX COVER PAGE

3 Press (START/SET) to start printing.

> PRINTING

4 Press (MENU).

Dial keypad   (START/SET)

Remote fax receiving using an extension

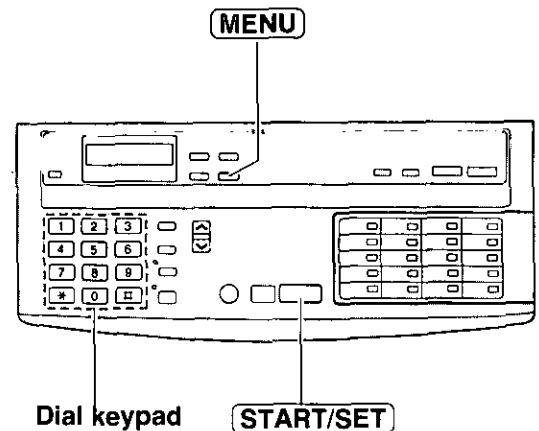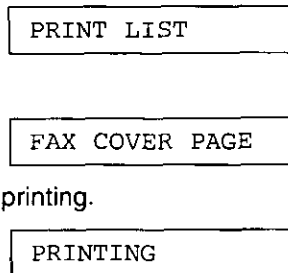If you have an extension phone on the same line, it is possible to receive a manual fax message. Using the extension phone, dial the remote fax activation code.
This saves you from going to the facsimile unit and pressing (START/SET).

Important:
oTo activate this feature, use a touch tone telephone as the extension phone and press ⊞ ⊞ (remote fax activation code) **FIRMLY**.

Using an extension

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

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

3 Replace the handset.

oThe facsimile unit is activated for reception.

To EXT. jack or the same line

Extension phone
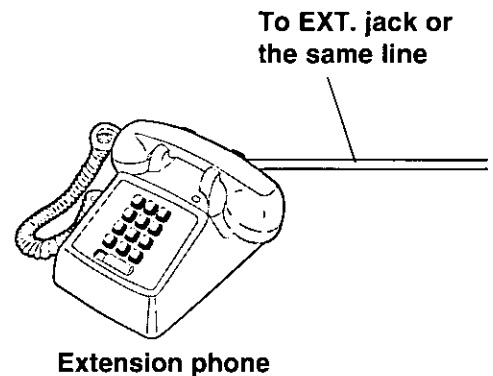
Changing the remote fax activation code

This code can be from 2 to 4 digits in length using the numbers 0 through 9 and the character ✳.
This code should not be set to "0000".

1 Press (MENU).

> SYSTEM SET UP

2 Press ⊞, then ④①.

> REMOTE FAX ACT.

3 Press (START/SET).

> CODE=✳✳

4 Enter the new code number.

5 Press (START/SET).

6 Press (MENU).

(MENU)

Dial keypad   (START/SET)   (▲)/(▼)
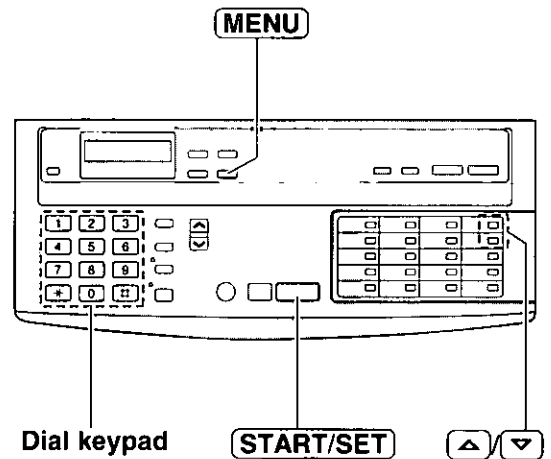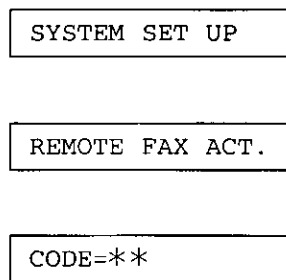
Note:
oSome special telephone company services will require you to press a service access code. If you subscribe to such services, whole or part of the remote fax activation code must be different from the service access code.

Junk mail prohibitor

This feature prevents reception from facsimile machines whose phone numbers are not stored in automatic dialing.

Important:
○This feature is available in the FAX or EXT. TAM mode.
○This feature does not work when:
  —manual reception is performed, or
  —the other party does not program their facsimile/telephone number correctly.
○To receive documents from unauthorized machines, inform your junk mail prohibitor ID to callers, and ask them to transmit documents manually. This operation is available only in the EXT. TAM mode.
○The junk mail prohibitor ID must be different from the first 2 digits of the remote TAM activation ID (page 53).
  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 [2][4].

```
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).

```
ID=22
```

6 To change the junk mail prohibitor ID, enter the desired 2-digit number.

○0, # and ✳ cannot be used.

7 Press (START/SET).

8 Press (MENU).

Dial keypad   (START/SET)   [▲]/[▼]
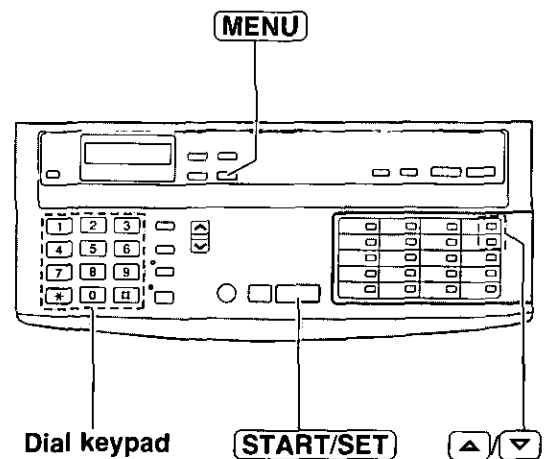
Transmitting documents to your unit with the prohibitor ID

Give your junk mail prohibitor ID to all your designated callers, and advise them of the following steps.
This operation is available only in the EXT. TAM mode.

1. Call your unit from a touch tone telephone.
2. Dial the prohibitor ID while the greeting message is playing.
3. Listen for the fax tone, and start transmission.

Receiving with distinctive ring service

This feature can only be used by those who subscribe to a distinctive ring pattern service from their telephone company. For more information on the availability of this service, please contact your telephone company before setting this feature on your unit.

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 use one of the phone numbers as a facsimile number, program the ringing pattern assigned for fax into your unit. When the unit detects a call matching the selected distinctive ringing pattern, the unit will activate depending on the receive mode setting.

Setting the distinctive ringing pattern

Program the ring pattern assigned for fax. Ringing patterns that can be programmed are;
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)
OFF: Turns off the ring pattern detection feature (initial setting)

1 Press (MENU).

```
SYSTEM SET UP
```

2 Press (#), then (3)(1).

```
RING DETECTION
```

3 Press (START/SET).

```
MODE=OFF     [△▽]
```

4 Press (▲) or (▼) until the desired ringing pattern appears.

5 Press (START/SET).

6 Press (MENU).

Dial keypad   (START/SET)   (▲)/(▼)
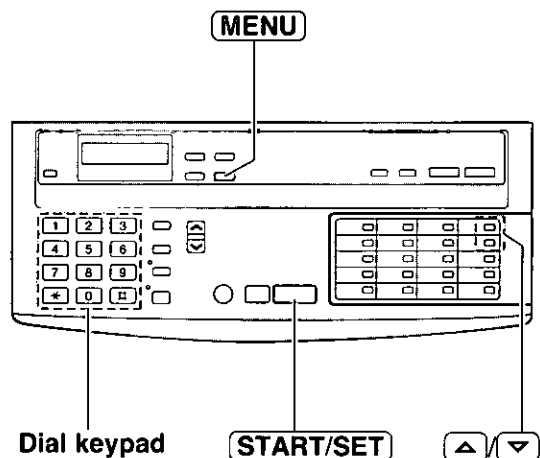
How the unit will answer in each receive mode

EXT. TAM mode: Use this mode with an external telephone answering machine (see page 52).
—When a distinctive ringing pattern that matches your selection is detected, the facsimile unit will automatically answer the line and activate the fax function to receive documents.
—If other ringing patterns are received, the facsimile unit and the answering machine will activate depending on the call.
TEL mode: Use this mode when you wish to answer all calls manually.
FAX mode: Use this mode when you wish the unit to answer all calls and activate the fax function.

Note:
○The unit automatically answers a distinctive ring call after the second ring. To change the number of rings, change the FAX ring count (page 24) after setting the ring detection feature.

Receiving oversized documents

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 at a suitable reduction rate. The reduction rate is determined by a combination of the size of the recording paper and received document.

☐ **Recommended reduction rates:**

Mode	Size of recording paper	Size of received document
OFF	Legal	Letter, A4
90% (pre-selected)	Letter	Letter
	Legal	Legal
86% (See note below.)	Letter	Letter
	Legal	Legal
80%	Letter	A4
67%	Letter	Legal

Letter = 216×279 mm (8½″×11″)
Legal = 216×356 mm (8½″×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 [3][6].

     ┌─────────────────────┐
     │ RX REDUCTION │
     └─────────────────────┘

3   Press (START/SET).

     ┌─────────────────────┐
     │ MODE=90%   [▲▼] │
     └─────────────────────┘

4   Press [▲] or [▼] to select the desired mode.

5   Press (START/SET).

     Dial keypad   (START/SET)   [▲]/[▼]

6   Press (MENU).
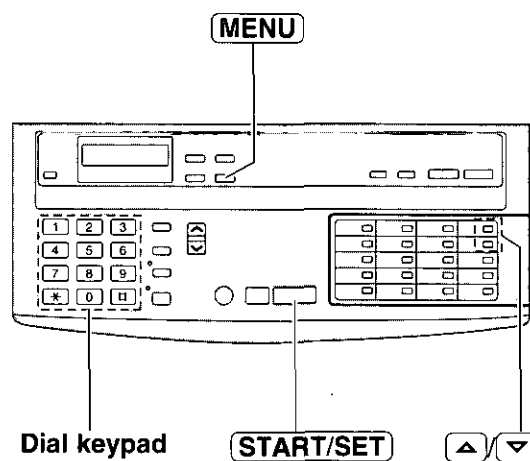
Note:
○This feature is not available when the ink/paper save reception feature is set to ON (page 46).
○Documents received by facsimile frequently have a heading on the top of each page which contains the sender's name/phone number. This increases the length of each page. Therefore, it is recommended to use the reduction mode.
○If most of documents sent from the other party are as long as your recording paper and they have a long heading using a few lines, we recommend to select 86%.
○If the appropriate reduction rate is not programmed, the over-sized document will be divided.

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Receiving documents in memory

The unit will temporarily store incoming fax documents in memory when:
—the recording paper or ink ran out,
—a paper jam occurred,
—the print cartridge is not installed properly, or
—the unit is in the printer mode.

Printing documents from memory

Print the stored documents following each message.

☐ **"ADD PAPER" is displayed:**
The unit ran out of recording paper.
→Load the recording paper, then press (START/SET).

☐ **"PAPER JAMMED" is displayed:**
A paper jam occurred.
→Remove the jammed paper.

☐ **"INK EMPTY" is displayed:**
The print cartridge ran out of ink.
→Install a print cartridge with full ink.

☐ **"INSTALL INK" is displayed:**
The print cartridge is not or improperly installed.
→Install a print cartridge properly.

☐ **"CHECK CARTRIDGE" is displayed:**
The unit cannot control the cartridge, or temperature sensor on the unit is abnormal.
→Leave the unit for approx. 15 minutes and then press (START/SET).

☐ **"PRINTER ON" and "WAITING PRINT" are alternately displayed:**
When in the printer mode, the unit received a fax document in memory.
→Turn the printer mode off by pressing (PRINTER).

● If you do not use the printer function for twenty minutes in the printer mode, the unit will automatically print the stored document.

Note:
○ For memory capacity specifications when storing documents, see page 79. If memory becomes full during reception, the unit will stop receiving documents and the display will show the following message.

MEMORY FULL

Print the stored documents to clear the memory.

(PRINTER)

(START/SET)

Advanced Operations
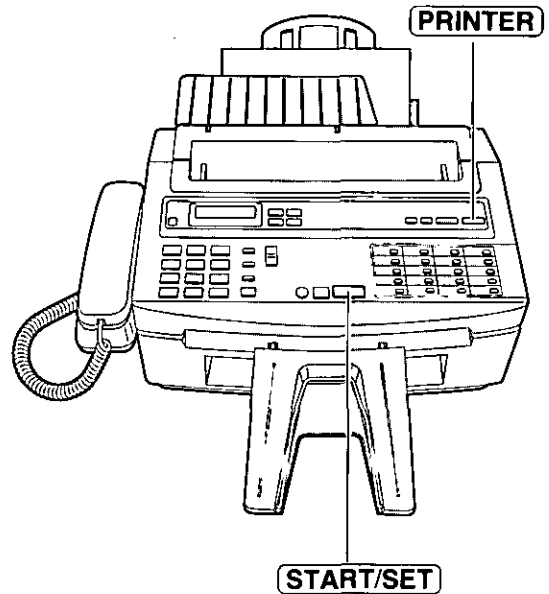
Setting the memory reception alert

When received documents are stored into memory, the unit will alert you with beep tones. If you hear slow beeps, clear the printing problem or supply paper to print the stored documents. The beep sound will stop.

1 Press (MENU).

```
SYSTEM SET UP
```

2 Press [#], then [4][4].

```
RECEIVE ALERT
```

3 Press (START/SET).

```
MODE=ON      [▲ ▼]
```

4 Press (▲) or (▼) to select the desired mode.

5 Press (START/SET).

6 Press (MENU).

(MENU)

Dial keypad   (START/SET)   (▲)/(▼)
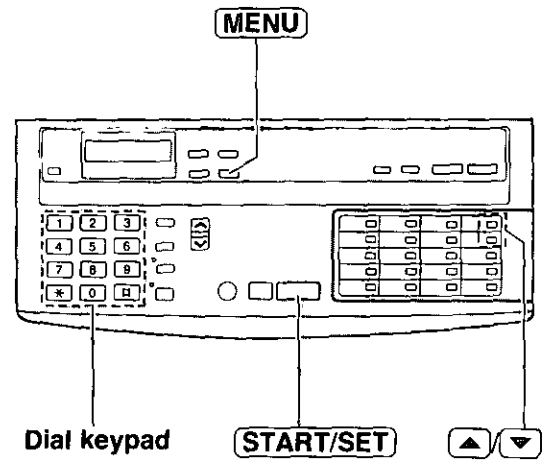
Setting the ink detector

When this feature is ON, the unit will print a small box on the bottom right corner of incoming fax messages and automatically check if there is enough ink in the cartridge.
When a print cartridge runs out of ink, the unit will display "INK EMPTY" and store the incoming fax messages in memory.

Important:
○This feature is available for fax reception only and is not available with the copy and printer functions.

Sample of a received document:
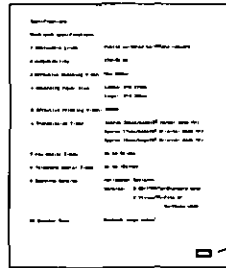
Small box

1 Press (MENU).

| SYSTEM SET UP |

2 Press [#], then [7][7].

| INK DETECTOR |

3 Press (START/SET).

| MODE=ON   [Δ ▽] |

4 Press (▲) or (▼) to select the desired mode.

5 Press (START/SET).

6 Press (MENU).

(MENU)

Dial keypad   (START/SET)   (▲)/(▼)
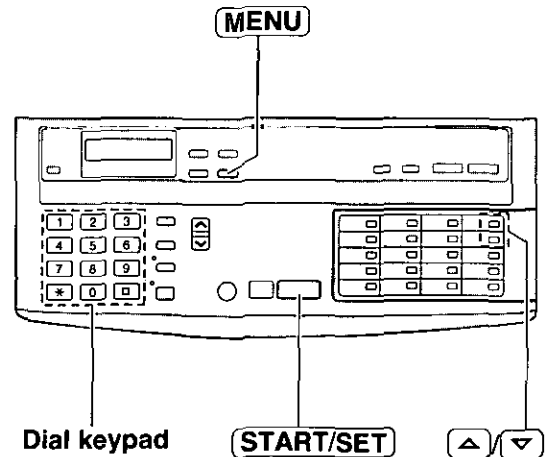
Note:
○When set to OFF, the unit does not print the small box and cannot detect when a print cartridge runs out of ink. Instead of displaying "INK EMPTY" and storing the document in memory, the unit will continue to print (even blank pages).
○The small box will not overlap with the received image.
○When a document is divided into two pages, the small box will not print on the first page but print on the second page.
○If the received document contains many images, the unit will reduce the printing speed and may not print the small box.

Caution:
○Keep the unit out of strong light such as direct sunlight, or the unit may not be able to detect the cartridge ink level. Do not install the unit as shown.
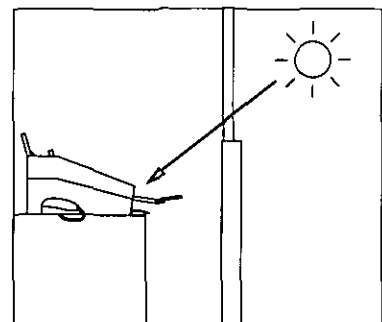
Saving ink/paper

When this feature is set, the unit will reduce the received document to half its length and print out two pages of the document on one page. A boundary will be printed out between the document.

Sample of paper save print:

Original document   **Printed document**
(1st page)

```
ABCDEF
ABCDEF
```
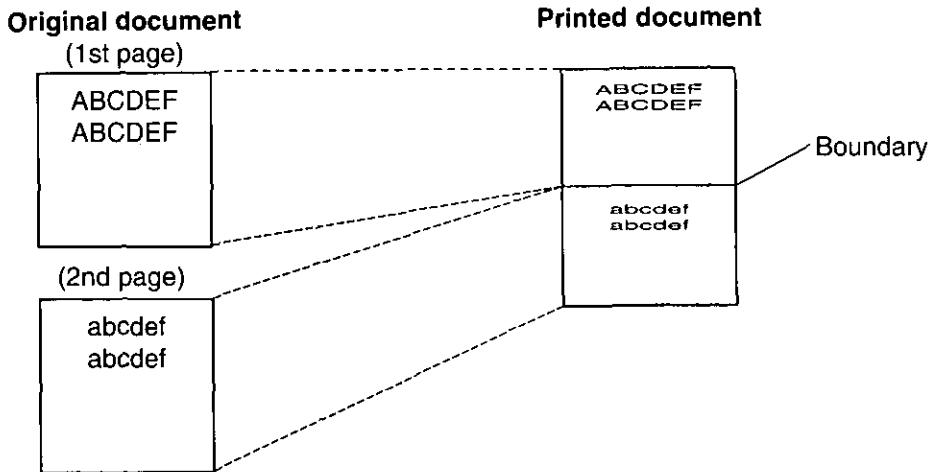── Boundary

```
abcdef
abcdef
```

(2nd page)

```
abcdef
abcdef
```

Note:
o This feature will not work when the other party sends a document in fine resolution or other nonstandard resolutions.
o 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 will not be saved.
o When original documents are longer than legal size (356 mm in length), the unit will not print the next page of the document on the same page.
o Paper will not be saved for one page document and the last page of odd numbered documents.

Setting the ink/paper save function

1 Open the station key panel. Then press
   (INK/PAPER SAVE).
   o The following messages will be alternately displayed.

   | PAPER SAVE=ON? | ↔ | YES: PRESS SET |

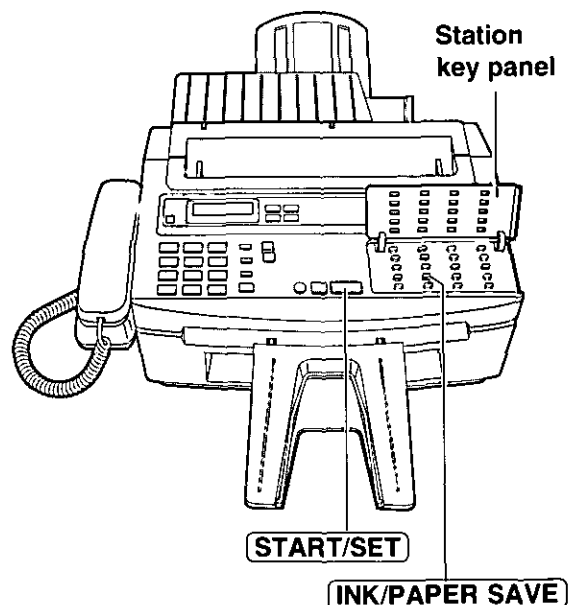2 Press (START/SET).

   | INK/PAPER SAVE |

   o The arrow mark will be displayed.

To deactivate this feature

1 Open the station key panel. Then press
   (INK/PAPER SAVE).
   o The following messages will be alternately displayed.
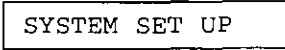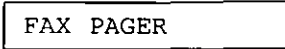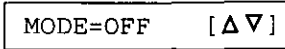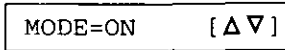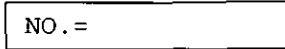
   | PAPER SAVE=OFF? | ↔ | YES: PRESS SET |

2 Press (START/SET).

Station key panel

(START/SET)

(INK/PAPER SAVE)

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Pager alert for fax reception

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 7 0.

```
FAX PAGER
```

3 Press (START/SET).

```
MODE=OFF      [Δ ▽]
```

4 Press ▲ or ▽ to select "ON".

```
MODE=ON       [Δ ▽]
```

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

5 Press (START/SET).

```
NO.=
```

6 Enter your pager phone number.
If necessary, press (PAUSE/REDIAL) 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).

9 Press (MENU).

Dial keypad | (START/SET) ▲/▽

(PAUSE/REDIAL)
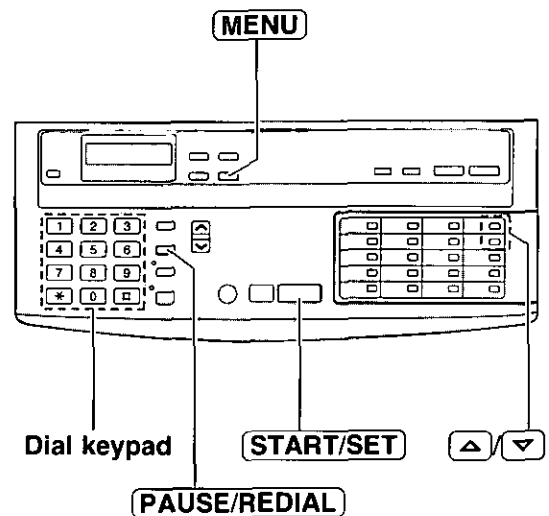
Note:
o You may enter a total of 30 digits and/or pauses in steps 6 and 7.

Making a copy in mono-color

If you are using a color print cartridge, you can copy a document in mono-color. You can choose from magenta, cyan and yellow.

Preparing the unit

1 Install the KX-FA151 color print cartridge.

○For instruction on replacing the print cartridge, see page 67.

2 Set the paper thickness lever to the center.

Paper thickness lever
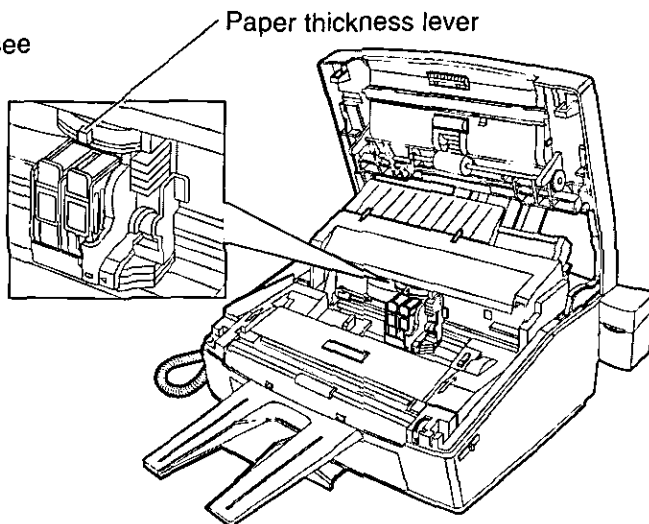
Making a copy

1 Insert the document FACE DOWN.

2 Press (MENU).

SYSTEM SET UP

3 Press 🛱, then ⑦⑥.

MONO-COLOR COPY

4 Press (COPY).

INK=MAGENTA [Δ ∇]

5 Press (▲) or (▼) to select the desired color.

6 Press (COPY).

○The unit will start printing.

7 After printing, press (MENU).

(MENU)

FACE DOWN

Dial keypad

(▲)(▼)
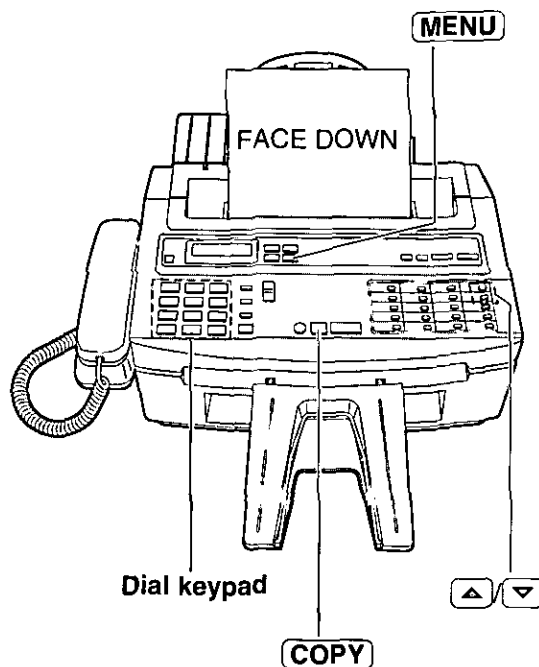
(COPY)

Note:
○The selection will be cleared after copying.
○This feature is not available for multiple copies.

Making an extension copy

Use this feature to enlarge a document to twice its length when making a copy. The document is copied onto two pages; the top half on the first page and the bottom half on the second page.
This feature is used to reverse the ink/paper save function.

Sample of extension copy:

Original document | Enlarged copy

Top half — ABC

Bottom half — DEF

ABC

DEF
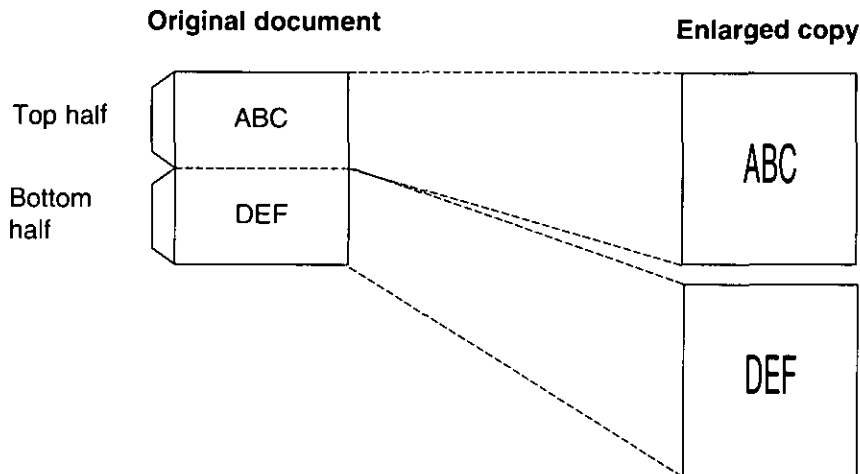
To make an enlarged copy:

1 Insert the documents FACE DOWN.

2 Press (MENU).

> SYSTEM SET UP

3 Press [#], then [3][4].

> EXTENSION COPY

4 Press (COPY).

> COPYING

○The unit will start printing.

5 After printing, press (MENU).

(MENU)

FACE DOWN

Dial keypad
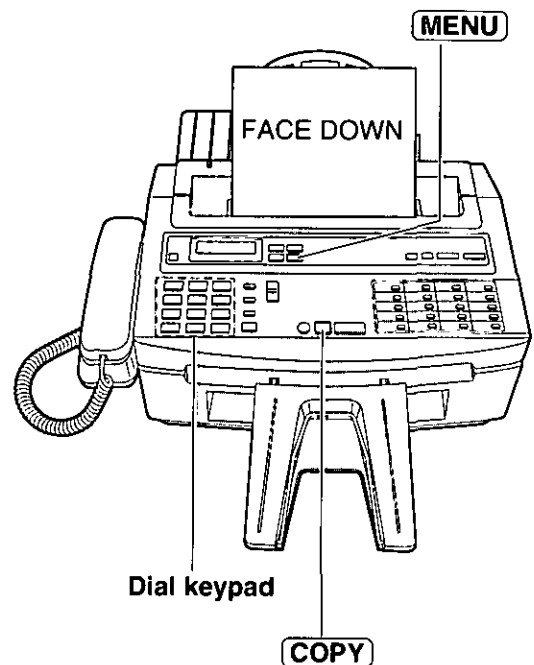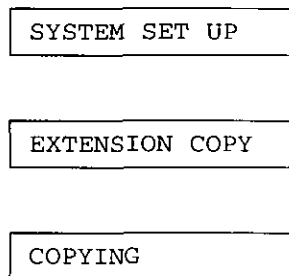
(COPY)

Advanced Operations

Note:
○FINE or HALF TONE resolution cannot be used.
○If you copy a document whose image is less than half the size of the document, the unit may print a blank page.

Making a reduction copy

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. The reduction rate is determined by a combination of the size of recording paper and original document.

☐ **Recommended reduction rates**

Mode	Size of recording paper	Size of original document
OFF (See note below.)	Letter	Letter
	Legal	Letter, A4, Legal
92% (pre-selected)	Letter	Letter
	Legal	Legal
86%	Letter	A4
72%	Letter	Legal

Letter = 216×279 mm (8½″×11″)
Legal = 216×356 mm (8½″×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 [3][5]

    COPY REDUCTION

3 Press (START/SET)

    MODE=92%   [Δ▽]

4 Press (Δ) or (▽) to select the desired mode

5 Press (START/SET)

6 Press (MENU)

(MENU)

Dial keypad   (START/SET)   (Δ)/(▽)
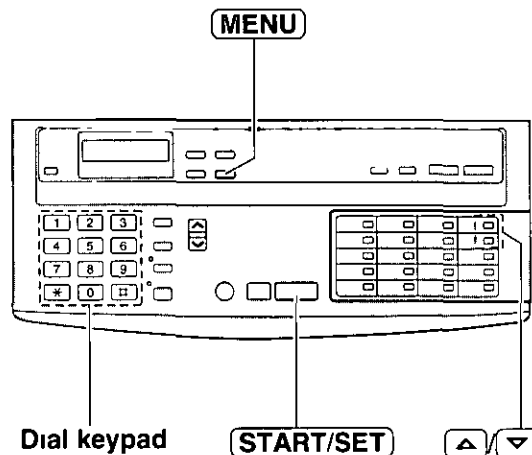
Note:
o If the appropriate reduction rate is not programmed the document may be divided and the top of the second sheet will be deleted.
o If you select OFF and copy a document as long as the recording paper, the image at the bottom of the document may not be copied.

Using as a scanner

When you use the unit as a scanner, connect the telephone line cord from the fax modem to the SCANNER OUTPUT port on the back of the unit.

Your computer

To scanner-out port

To communication port

Fax modem
(not included)
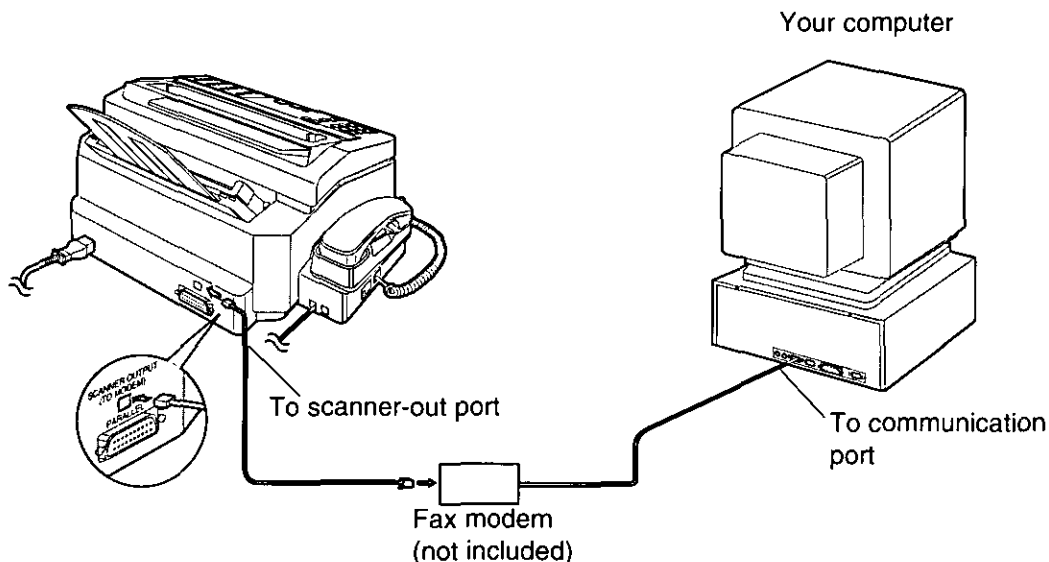
Note:
o Do not connect the telephone line cord from the SCANNER OUTPUT port to the single telephone line jack.
o Connect the telephone line cord from the SCANNER OUTPUT port to the telephone line port (usually called "LINE") on the fax modem.
o If your computer has a built-in fax modem, you need not to connect a fax modem. Connect the telephone line cord to the LINE port on your computer.

Important:
o This feature is available only when you use manual reception of fax software installed in the computer.

To scan a document, proceed as follows:

1   Insert the document FACE DOWN.
   o You may use the resolution setting (see page 21).

2   Press (MENU) until the following is displayed.

SCANNER

3   Press (START/SET).

PRESS START KEY

4   Start manual reception from your fax software in the computer.
   o Please refer to your software manual for details.

5   Press (START/SET).

   o The unit will start scanning.

FACE DOWN

(START/SET)

(MENU)
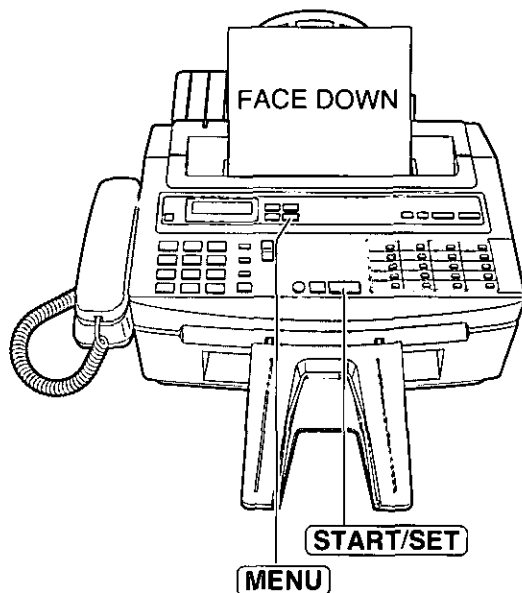
Note:
o The unit scans documents at 100 by 200 dpi in Standard resolution and 200 by 200 in Fine resolution.
o The unit will scan documents in mono-chrome.
o While scanning, you can answer a voice call using the handset, but you cannot make a voice call or receive a fax document. To stop scanning, press (STOP).

Using an external telephone answering machine

This unit can be connected to an external telephone answering machine (TAM). When the EXT. TAM mode is selected, incoming voice messages will be recorded on the telephone answering machine and fax messages will be received by the facsimile unit.

Setting up the answering machine

Connect to EXT. jack

Telephone answering machine
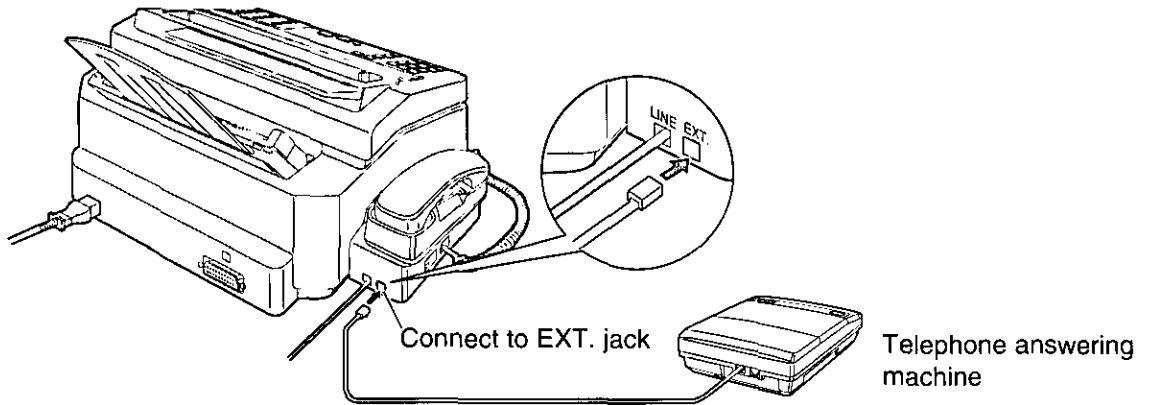
1. Connect the telephone answering machine to the EXT. jack.

2. Set the number of rings on the telephone answering machine to less than 4.

3. 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."

Notice for recording a greeting message:
⊙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 39).

Receiving voice and fax messages

To set the facsimile unit and telephone answering machine to allow callers to leave a voice message and send a fax message, proceed as follows.

1 Turn on the answering machine.

2 Set the facsimile unit to the EXT. TAM mode by pressing (**RECEIVE MODE**).

(**RECEIVE MODE**)
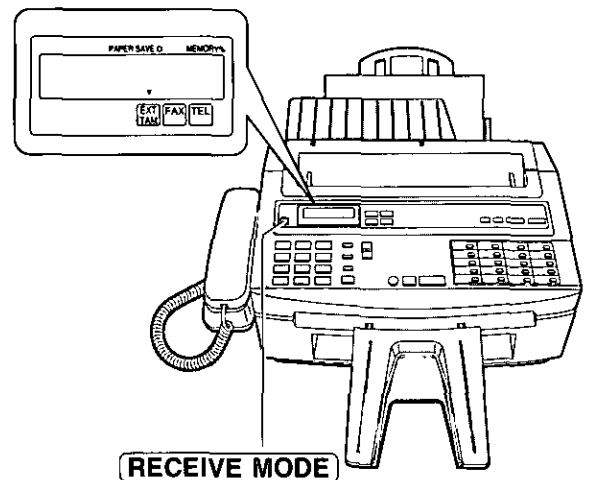
Setting the remote TAM activation ID

If your answering machine is equipped with a remote operation feature, set the same access code on the facsimile unit as programmed on the answering machine. This code can be from 1 to 5 digits in length.

Important:
oThis code should be different from the remote fax activation code (see page 39) and the junk mail prohibitor ID (see page 40).

1 Press (MENU).

```
SYSTEM  SET  UP
```

2 Press [#], then press [1][1].

```
REMOTE  TAM  ACT.
```

3 Press (START/SET).

```
MODE=OFF      [Δ∇]
```

4 Press (▲) or (▼) to select "ON".

```
MODE=ON       [Δ∇]
```

5 Press (START/SET).

```
ID=11
```

oThe display will show the pre-selected ID.

6 Enter the new ID number using the dial keypad.

7 Press (START/SET).

8 Press (MENU).

(MENU)

Dial keypad (START/SET) (▲)/(▼)
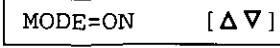
Advanced Operations

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:

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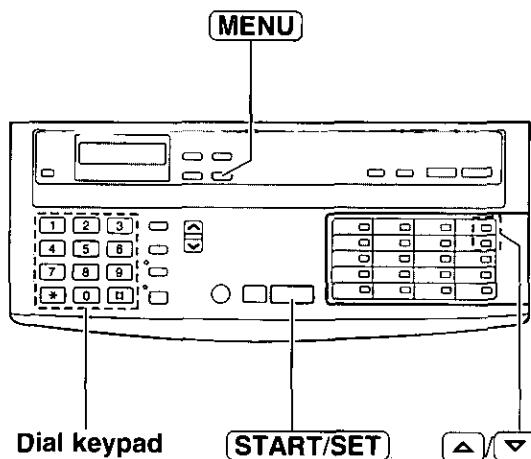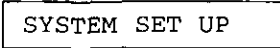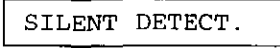
o If you use a single cassette tape to give a greeting message and to record incoming messages, deactivate this feature.

1 Press (MENU).

```
SYSTEM SET UP
```

2 Press [#], then press [3][8].

```
SILENT DETECT.
```

3 Press (START/SET).

```
MODE=ON        [Δ∇]
```

4 Press [▲] or [▼] to select the desired mode.

5 Press (START/SET).

6 Press (MENU).

(MENU)

Dial keypad   (START/SET)   [▲]/[▼]
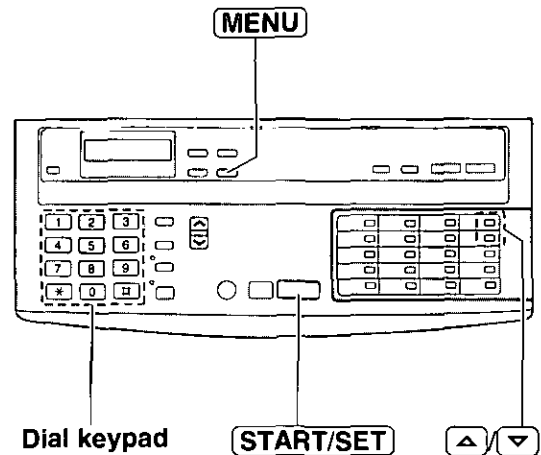
Notice when using with an answering machine

o Every time the facsimile unit receives a document, a silent pause or a fax tone may be recorded on the answering machine.

o Advise callers that they should not pause for over 4 seconds while recording their voice messages. Otherwise, the unit may switch to the fax mode.

o When your answering machine runs out of recording tape, your unit may not be able to receive a document. Rewind the tape to record messages.

o When you set the answering machine to give only a greeting message, fax reception may not be available.

o If you answer a call with the answering machine and pause for over 4 seconds, the unit may switch to the fax mode and you may not be able to talk with the other party. To resume the conversation, press (STOP) on the facsimile unit.

o When the answering machine does not answer a call after 5 rings, the fax function will be activated.

o 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.

Changing the logo print position

Logo, telephone number, date, time and page number will be printed on the transmitted document from your unit in the following manner
OUT. Outside of the transmitted document's paper size (pre-selected setting)
IN: Inside of the transmitted document's paper size
OFF: Not printed

1 Press [MENU]

| SYSTEM SET UP |

2 Press [#], then [2][1]

| LOGO POSITION |

3 Press [START/SET]

| MODE=OUT   [▲▼] |

4 Press [▲] or [▼] to select the desired setting

5 Press [START/SET]

6 Press [MENU]

Dial keypad   [START/SET]   [▲]/[▼]
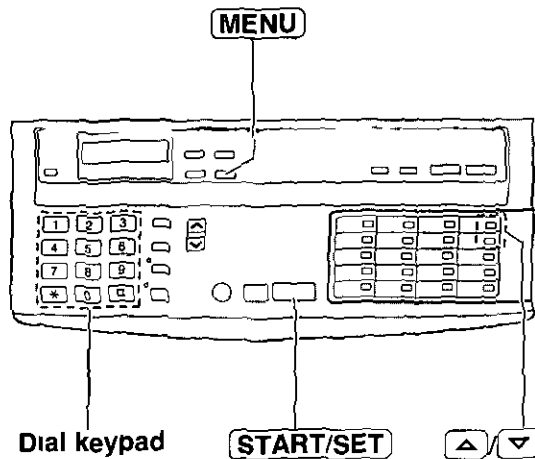
Caution:
○ It is unlawful to turn this function off when this fax machine is used within the U S A

Changing 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

1 Press [MENU]

| SYSTEM SET UP |

2 Press [#], then [3][9]

| LCD CONTRAST |

3 Press [START/SET]

| MODE=NORMAL [▲▼] |

4 Press [▲] or [▼] to select the desired mode

5 Press [START/SET]

6 Press [MENU]

Dial keypad   [START/SET]   [▲]/[▼]

Advanced Operations

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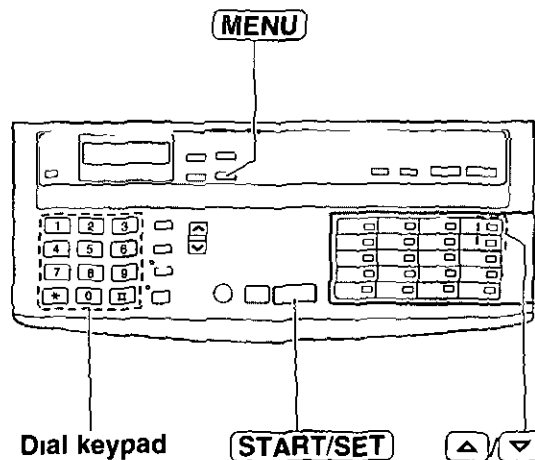
Printer time-out

When this feature is activated, the unit will automatically terminate the printer mode when the selected time has passed if a computer is not connected or the computer is turned off.
You can choose from 15 minutes, 10 minutes, 5 minutes and OFF.

1 Press (MENU).

SYSTEM SET UP

2 Press [#], then [7][5].

PRINTER TIMEOUT

3 Press (START/SET).

MODE=OFF   [Δ∇]

4 Press (▲) or (▼) to select the desired mode.

5 Press (START/SET).

6 Press (MENU).

Dial keypad   (START/SET)   (▲)/(▼)
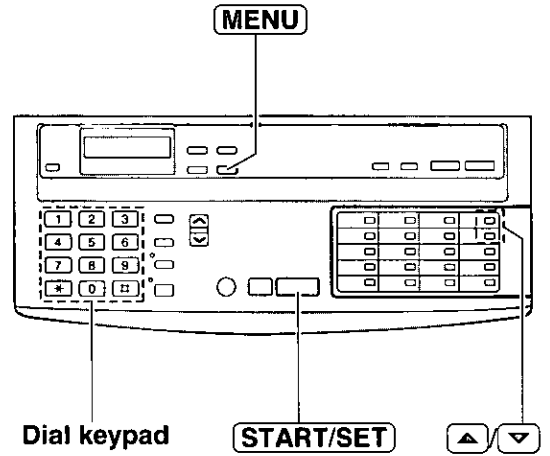
Resetting the advanced features

Use this feature to return the advanced features (see page 57) to their initial settings.

1 Press (MENU).

SYSTEM SET UP

2 Press [#], then [8][0].

SET DEFAULT

3 Press (START/SET).

RESET=NO   [Δ∇]

4 Press (▲) or (▼) to select "YES".

RESET=YES   [Δ∇]

5 Press (START/SET).

RESET OK?

○If this feature is not required, press (STOP).

6 Press (START/SET) again for confirmation.

RESET COMPLETED

7 Press (MENU).

Dial keypad   (START/SET)   (▲)/(▼)

(STOP)

56
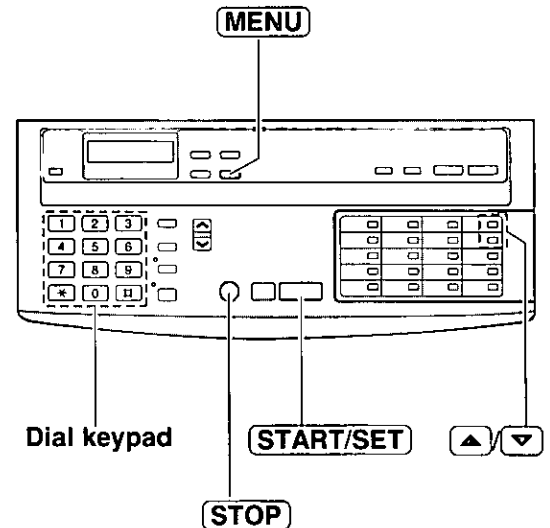
Summary of user programmable features

Basic features

Code	Feature	Selection	Initial setting	Page
#01	SET DATE & TIME	mm/dd/yy hh:mm	(Jan./01/96 12:00AM)	16
#02	YOUR LOGO			16
#03	YOUR TELEPHONE NUMBER			18
#04	PRINT TRANSMISSION REPORT	ERROR, ON, OFF	OFF	59
#05	MEMORY XMT	ON, OFF	OFF	35
#07	FAX RING COUNT	1, 2, 3, 4 rings	1 ring	24
#11	REMOTE TAM ACTIVATION	ON, OFF	OFF/ID=11	53
#12	PAPER SIZE	LTR/LEGAL, A4	LTR/LEGAL	15

Advanced features

Code	Feature	Selection	Initial setting	Page
#21	LOGO POSITION	OUT, IN, OFF	OUT	55
#22	JOURNAL AUTO PRINT	ON, OFF	ON	59
#23	OVERSEAS MODE	ON, OFF	OFF	38
#24	JUNK MAIL PROHIBITOR	ON, OFF	OFF/ID=22	40
#25	DELAYED TRANSMISSION	ON, OFF	OFF	32
#31	RING DETECTION	OFF, A, B, C, D	OFF	41
#34	EXTENSION COPY			49
#35	COPY REDUCTION	92%, 86%, 72%, OFF	92%	50
#36	RX REDUCTION	90%, 86%, 80%, 67%, OFF	90%	42
#38	SILENT DETECTION	ON, OFF	ON	54
#39	LCD CONTRAST	NORMAL, LIGHT, DARKER	NORMAL	55
#41	REMOTE FAX ACTIVATION CODE		✱✱	39
#44	RECEIVE ALERT	ON, OFF	ON	44
#70	FAX PAGER	ON, OFF	OFF	47
#75	PRINTER TIMEOUT	OFF, 5 MIN, 10 MIN, 15 MIN	OFF	56
#76	MONO-COLOR COPY	MAGENTA, CYAN, YELLOW		48
#77	INK DETECTOR	ON, OFF	ON	45
#80	SET DEFAULT	YES, NO	NO	56

Advanced Operations

Printing reports and lists

You can print out the following reports/lists from your unit.

Feature list—provides you with the current settings of the basic and advanced programming features (see page 57).

Telephone number list—provides you with phone numbers and their station names which are stored in automatic dialing. Phone number codes are as shown below.

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

Journal report—keeps records of fax transmissions and receptions. This report will be printed automatically after every 35 fax communications, but can be printed manually. You can change the setting of the journal auto print feature (see page 59).

Printer test list—provides all characters in each printer control mode. Characters are printed out in the various print styles and pitches available. For more detail, see operating instruction for printer.

Reservation list—provides you a reservation number of the documents that have been stored using memory delayed transmission and transmission reservation (see page 60).

Printer setup list—provides you with the current settings in each printer emulation mode. For more detail, see operating instructions for printer.

Transmission report—provides you a printed record of the fax transmission result (see pages 59 and 60).

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

For the reservation list, press [#], then [6].

RESERVE LIST

For the printer setup list, press [#], then [8].

PRT. SETUP LIST

3 Press (START/SET) to start printing.

PRINTING

o To interrupt printing, press (STOP).

4 After printing, press (MENU).

(MENU)

(STOP)

Dial keypad　　(START/SET)

58
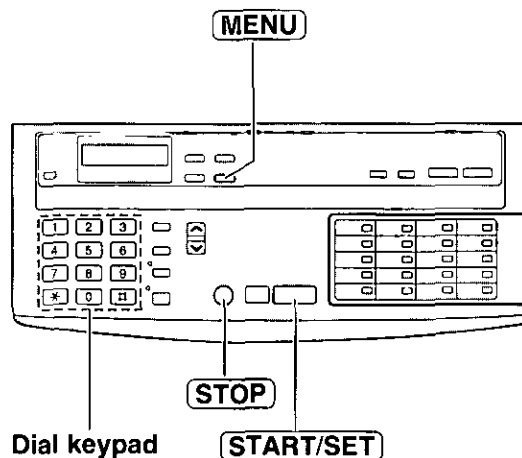
Setting the transmission report printing

One of the following choices is available.

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).

1 Press (MENU).

> SYSTEM SET UP

2 Press [#], then [0][4].

> TX-REPORT MODE

3 Press (START/SET).

> MODE=OFF   [△▽]

4 Press (▲) or (▼) to select the desired mode.

5 Press (START/SET).

6 Press (MENU).
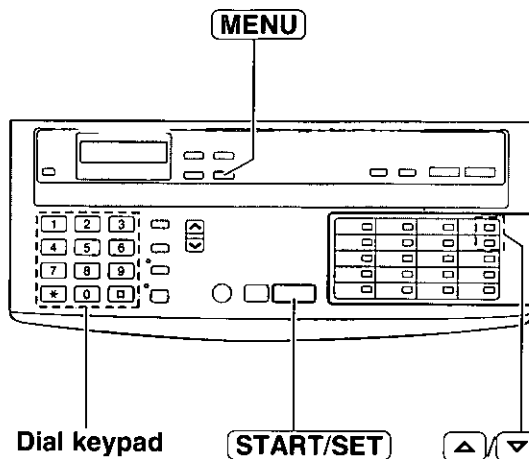
Setting journal auto print

The unit will automatically print a journal report after every 35 fax communications. After printing, the journal report will still remain in memory and the oldest communication will be erased when a new communication occurs.

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.

1 Press (MENU).

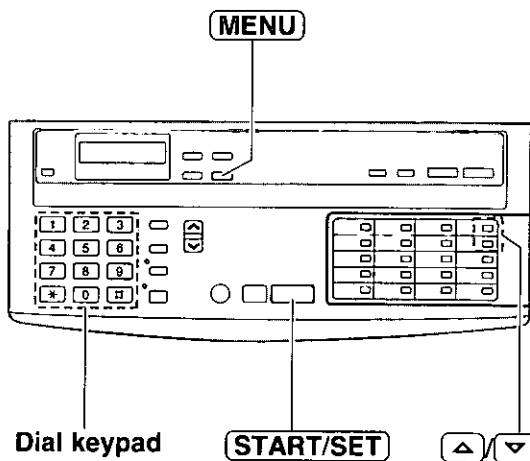> SYSTEM SET UP

2 Press [#], then [2][2].

> AUTO JOURNAL

3 Press (START/SET).

> MODE=ON   [△▽]

4 Press (▲) or (▼) to select the desired mode.

5 Press (START/SET).

6 Press (MENU).

Dial keypad   (START/SET)   (▲)/(▼)

Sample of journal report

```
    JOURNAL
                                                          Jan. 25 1996 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   2121444           Jan. 21 02:18PM  00'28        RX     01      OK
    04   555556677         Jan. 22 10:35AM  00'58        TX     03      COMMUNICATION ERROR  (43)
    05   +987 1234              11:02AM  01'50        TX     05      OK
                                                        RX     03      OK
```

Communication result (see below.)

Error code (for service personnel use only)

Sample of transmission report

```
    XMT REPORT
                                                          Jan. 20 1996 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)
```

Sample of reservation list

```
    RESERVATION LIST

    NO.  RESERVED NO.   FUNCTION       DESTINATION    DOCUMENT    PAGE COUNTER   START TIME
    01   02             DELAYED TX-1   0923334444     MEMORY      01             08:30PM
    02   03             DELAYED TX-2   0924445555     MEMORY      04             12:15AM
    03   01             DELAYED TX     0921112222     ADF         00             03:50AM
```

DELAYED TX...Delayed transmission
TX RESERVED...Transmission reservation

MEMORY...Document stored in memory
ADF...Document reserved on the document feeder

Communication result on the report

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

PRINTED MESSAGE	MEANING
COMMUNICATION ERROR	A transmission or reception error occurred. Try again or check with the other party.
DOCUMENT JAMMED	A document was jammed. Remove the jammed document (see page 66).
JUNKMAIL PROH. REJECT	The junk mail prohibitor of your unit rejected fax reception (see page 40).
MEMORY FULL	The document was not received due to memory full.
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.
PRESSED THE STOP KEY	The STOP button was pressed and fax communication was cancelled.
THE COVER WAS OPENED	The top cover was open. Close it and try again.

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
ADD PAPER	○A document is received in memory when the unit ran out of recording paper Install paper (see page 14), and then press the START/SET button
CHECK CARTRIDGE	○The unit cannot control the cartridge or temperature sensor on the unit is abnormal Leave the unit for approx 15 minutes and then press the START/SET button
CHECK COVER	○The front lid 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 73) If the problem remains, adjust the feeder pressure (see page 66)
CHECK MEMORY	○Memory (phone numbers, parameters, etc) has been erased Re-program
INK EMPTY	○The print cartridge ran out of ink during fax reception Replace the cartridge
INSTALL INK	○The print cartridge is not installed properly Install it correctly (see page 10)
MEMORY FULL	○When transmitting a document from memory, the document to be stored exceeds the memory capacity of the unit Turn off the memory transmission feature or transmit the entire document manually ○The memory is full of received documents that have been stored in memory due to a lack of recording paper, a recording paper jam and so on Install paper or clear the jammed paper
NO RESPONSE	○The receiving unit was busy or ran out of recording paper Try again
OVERHEATED	○The temperature sensor in the print head of the print cartridge exceeds the prescribed level or is abnormal Leave the unit for approx 15 minutes and press the START/SET button to resume operation
PAPER JAMMED	○A recording paper jam occurred Remove the jammed paper (see page 65)
PLEASE WAIT	○The front lid is opened or closed, the printer mode is turned on or off, or a printer error is reset Wait for a while
POLLING ERROR	○The other fax machine does not provide the polling function Check the other party
PRINTER ERROR	○Printer error occurred Leave the unit for approx 15 minutes and then press the START/SET button to resume operation
REMOVE DOCUMENT	○The document is jammed Remove the jammed document (see page 66) ○Attempted to transmit a document longer than 600 mm (23⅝") Press the STOP button and remove the document (see page 66) Divide it into two or more sheets and try again
TRANSMIT ERROR	○Transmission error occurred Try again
WAITING PRINT	○When the unit is in the printer mode, the fax documents sent by the other party are stored in memory To print them, turn the printer mode off

Troubleshooting and Routine Care

Before requesting help

General

PROBLEM	CAUSE & REMEDY
I cannot make and receive calls.	oThe power cord or telephone line cord is not connected. Check the connections (see page 8).
I cannot make calls.	oThe dialing mode setting is wrong. Check the selector (see page 8). o"PLEASE WAIT" message is displayed. Wait for a while until the message goes out and try again.
The unit does not work.	oDisconnect the unit from the telephone line and connect a known working phone. If the working phone operates properly, call your service center to have the unit repaired. If the working phone does not operate properly, contact your telephone company.
The unit does not ring.	oThe ringer volume is set to OFF. Raise it to a suitable level (see page 18).
The PAUSE/REDIAL button does not function properly.	oIf this button is pressed during dialing, a pause will be inserted. If this button is pressed immediately after obtaining a dial tone, the last number dialed will be redialed.
While programming, I cannot enter the activation code or the prohibitor ID.	oWhole or part of the number is the same as another code or ID. Change the number (see pages 39, 40 and 53).
Paper does not feed into the unit.	oThe paper selection lever is not set correctly. Set it to the correct position (see page 13).
Multiple sheets of paper feed into the unit.	oThe paper is sticking together. Fan the inserting edge of the paper first and load it in the paper tray (see page 14). oThe paper rest is not extended for automatic loading of paper. Extend it (see page 14). oThe paper selection lever is in the wrong position. If you are using plain paper, set the paper selection lever to the back position. If other print media is used, set to the proper position (see page 13). oDifferent paper types are loaded in the paper tray. Load only one paper type. oToo much paper is loaded in the paper tray. Remove a few sheets of paper so that the paper does not exceed the upper limit on the paper tray.
The printing is not crisp and there are gaps in the characters (missing dots).	oClean the print head (see page 72). If the problem still remains even after cleaning the print head at least five times, replace the print cartridge (see page 67).

Fax Transmission & Reception

PROBLEM	CAUSE & REMEDY
The other party complains that letters on their received document are distorted.	o If your line has special telephone services such as call waiting, the service may have been activated during fax transmission. Connect the unit to a line that does not have such services. o An extension telephone that is 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 documents.	o The glass or rollers are dirty. Clean them (see page 73).
I cannot make an international fax call.	o Use the overseas transmission mode (see page 38). o Add two pauses at the end of the phone number (see page 30).
I cannot receive documents automatically.	o The receive mode is set to TEL. Set the receive mode to FAX. o The time to answer the call may be too long. Decrease the number of rings (see page 24). o The junk mail prohibitor is set to ON (see page 40).
Recording image is faint.	o The sender transmitted a faint document. Request them to transmit a clearer copy of the document. o The print head is dirty. Clean it (see page 72).
A blank sheet is ejected after the received documents are printed out.	o The receiving reduction rate is not programmed correctly. Program the proper reduction rate (see page 42).

Operation in EXT. TAM mode

PROBLEM	CAUSE & REMEDY
I cannot receive documents automatically.	o Your greeting message is too long. Shorten it (up to 10 seconds). o There are too many rings on the answering machine. Set the number of rings to less than 4. o The silent detection feature is deactivated. Activate this feature (see page 54).
I cannot receive voice messages.	o Check that the answering machine is turned on and connected to the facsimile unit properly (see page 52). o Set the number of rings on the answering machine to less than 4.
I cannot retrieve voice messages on the answering machine from a remote location.	o The remote access code on your answering machine is the same as the remote fax activation code or the junk mail prohibitor ID on the facsimile unit. Set a different number for each code/ID. o Your remote TAM activation code is not programmed correctly. Program the same code as on the answering machine (see page 53).
The greeting message on your answering machine is interrupted halfway and the caller cannot leave a voice message.	o Silent pause in the greeting message is too long. Shorten it to less than 4 seconds.

Operation in EXT. TAM mode

PROBLEM	CAUSE & REMEDY
I pressed the remote access code to access the answering machine remotely, but the line was disconnected.	oThe code may include "#" which is used for certain features provided by the telephone company Change the code on the answering machine which does not include "#" Then program the same code into the facsimile unit (see page 53)

Copying

PROBLEM	CAUSE & REMEDY
A dirty pattern or black line appears on the copied documents	oThe glass or rollers are dirty Clean them (see page 73)
Copied image is distorted	oThe print head is dirty Clean it (see page 72)
The document is not copied properly.	oThe print cartridge is not installed Install it correctly (see page 10) oThe print cartridge ran is of ink Replace it (see page 67)

If a power failure occurs...

When a power failure occurs, note the following
●Transmission and reception will be interrupted Check the transaction by printing a journal report
●If fax documents are stored in memory, they will be lost When power is restored, a power-down report will be printed out stating the contents in memory that have been cleared
●If delayed transmission is set and the programmed start time has passed during a power failure
—when using automatic document feeder, the transmission will be attempted soon after power is restored
—when using memory, the stored documents will be cleared and the transmission will be canceled The result will be printed on a power-down report (see below)
●If an external telephone/telephone answering machine is connected to the unit, you can use it during a power failure

Power-down report

The power-down report will be automatically printed out after power is restored
The report will not be printed out when there are no documents stored in memory

Sample of the power-down report

```
POWER DOWN REPORT


                                      POWER DOWN AT Jan  05 1996 04 30AM

                                      RESTARTED  AT Jan  05 1996 04 31AM


    << WARNING >>
    CONTENTS HAVE BEEN CLEARED DUE TO POWER DOWN
    FOR ADDITIONAL INFORMATION, PLEASE SEE THE JOURNAL REPORT


  NO   OTHER FACSIMILE            MODE    PAGES    FUNCTION          RESERVED NO
  01   0987654321                 TX      01       DELAYED TX-1      01
```

If a problem occurs during reception

If a problem occurs during reception, the unit will stop printing. When a problem is resolved, the unit will print out the print error report to let you know which page data was cleared. If there is a continuation of the documents, the unit will print out from the next page.

```
    PRINT ERROR REPORT

                                                     Jan. 01 1996 02:46AM
    <<WARNING>>
    CONTENTS HAVE BEEN CLEARED WITHOUT PRINTING OUT.

  NO.  OTHER FACSIMILE     START TIME       USAGE TIME MODE    PAGE
  01   092 431 2111        Jan. 01 02:39AM  03'17      RX      01
```
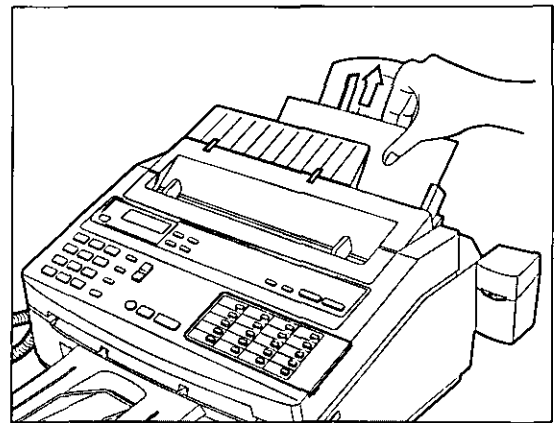Cleared page

Clearing a recording paper jam

If the unit does not release any recording paper during reception, copying or printing, the recording paper has jammed. Remove the jammed paper as follows.
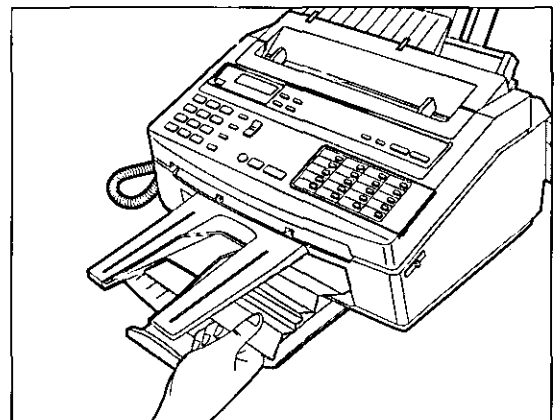
When paper has jammed on the paper tray

Remove the jammed paper by pulling it out from the paper tray.

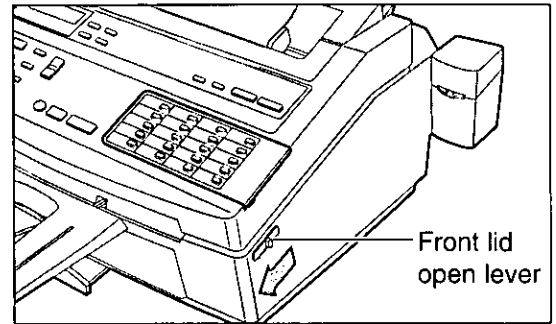## When paper has jammed near the recording paper exit

Remove the jammed paper by pulling it out from the recording paper exit.

Troubleshooting and Routine Care

Clearing a document jam

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

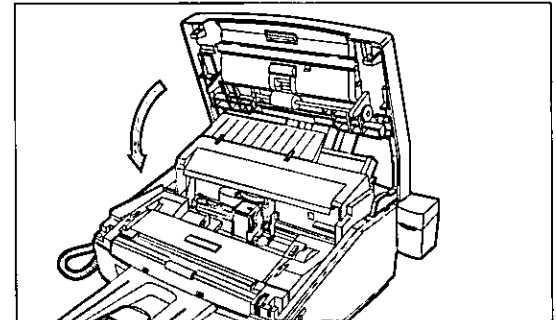**1** Slide the front lid lever towards you to open the lid.

Front lid open lever

2 Remove the jammed document.

○ If the jammed document is caught under the feeder roller on the front lid, pull it out.
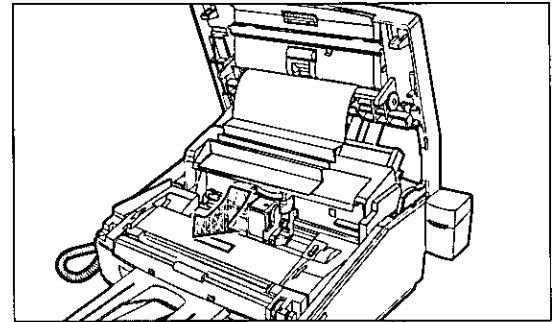
3 Close the lid securely by pushing down on both sides.

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 front lid open 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: Select this when documents multiple-feed.
Position B: Standard position (pre-selected)
Position C: Select this when documents do not feed.

Lever

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

Front lid open lever
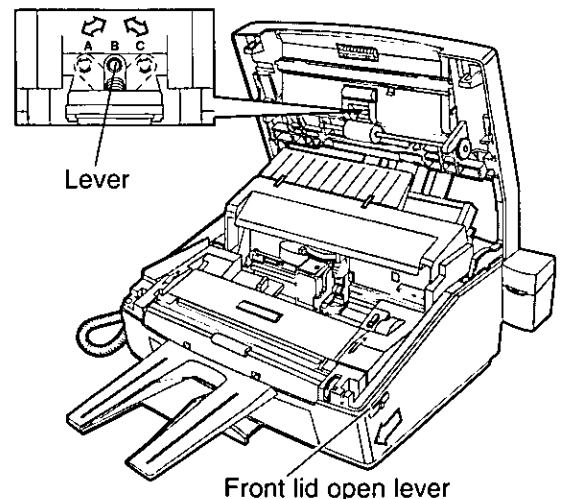
# Replacing the print and ink cartridge

Replace the print cartridge when:
—you have been using the cartridge for over one year,
—the printing is not crisp and there are gaps in the characters (missing dots) even after you have cleaned the print head at least five times,
—you want to switch from high-speed monochrome printing to color printing (or vice versa),
—the KX-FA150 black print cartridge runs out of ink, or
—the print head of the KX-FA151 color print cartridge is damaged (or after printing approximately 2,000 pages).

If you are using the KX-FA151 color print cartridge and your output is blank, one of the ink cartridges is probably out of ink. Replace the ink cartridge. See page 71.
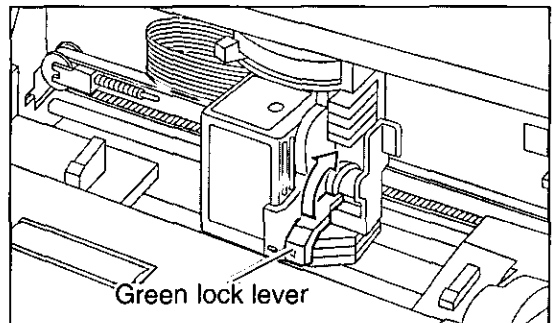
Replacing the print cartridge

1   Make sure the unit is turned on.

2   Slide the front lid open lever towards you to open the front lid.

    ○The unit will beep and the cartridge holder will move to the center. Do not touch the cartridge holder.
    ○If the cartridge holder does not move to the center, the cartridge may be overheated. Close the lid and leave it to cool down.

Front lid open lever
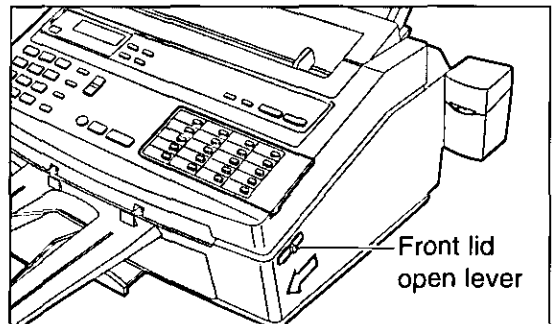
3   Lift the green lock lever on the cartridge holder.

Green lock lever

4   Slide the print cartridge out of the holder.

    ○Hold the print cartridge on the sides only. Do not touch the silver metal plate on the cartridge near the print head. This plate may become very hot during printing.
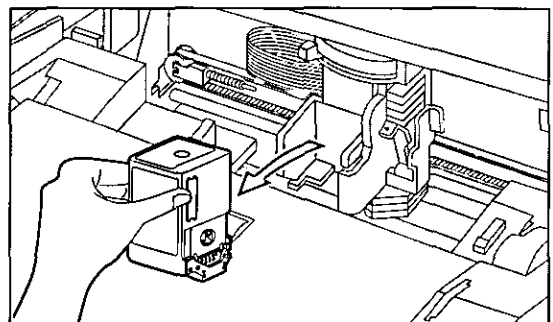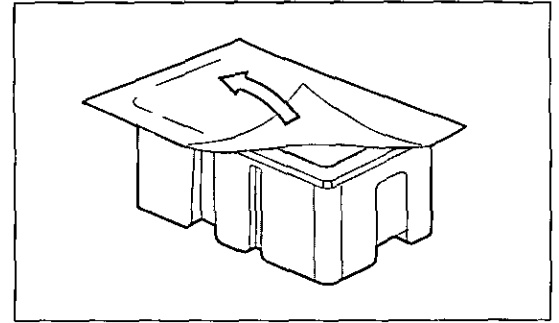
5 Store or dispose of the print cartridge.

○If you are switching cartridges, store the cartridge you are removing in the cartridge container.
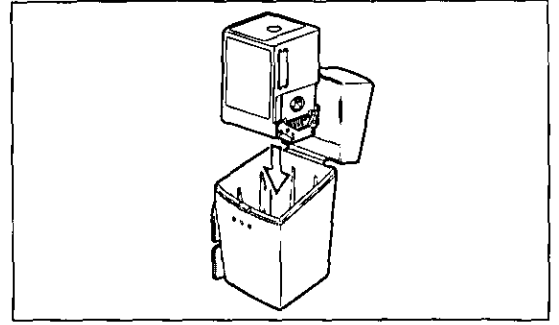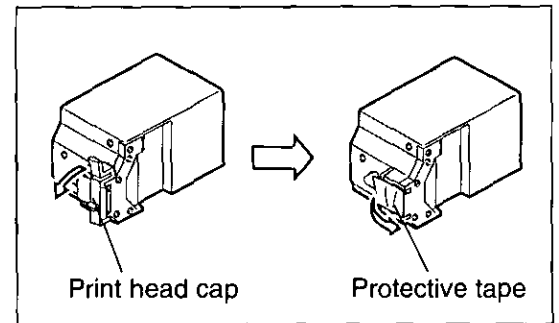
6 Unwrap the new print cartridge.

7 Lift off the print head cap from the print head, then remove the protective tape.

Caution:
○Do not use the removed print head cap and protective tape again, or the recorded image may be distorted.

Print head cap   Protective tape

8 Slide the print cartridge straight into the cartridge holder (①) and press the green lock lever down completely (②).

○Be careful not to touch the rollers with the print head.
○Make sure the cartridge is pressed against the back of the holder.

Green lock lever

Print cartridge holder
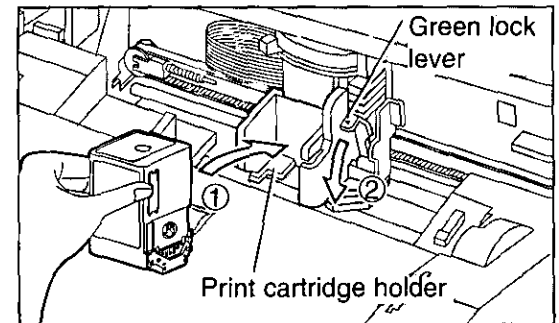
9 Make sure the marks on the lever and the cartridge holder align.

Caution:
○Do not move the mechanism that houses the print cartridge. Attempting to move the print cartridge holder will damage the unit.

Marks

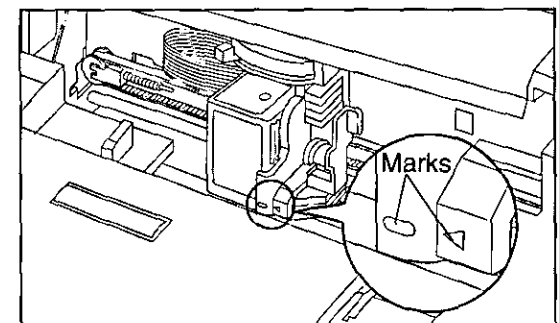**10** Set the paper thickness lever:

o If you installed a KX-FA150 print cartridge, set the lever to the left.
If you installed a KX-FA151 color print cartridge, set the lever to the center.

Paper thickness lever
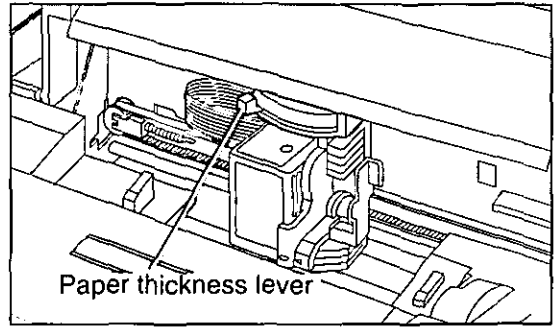
11 Close the lid securely by pushing down on both sides.
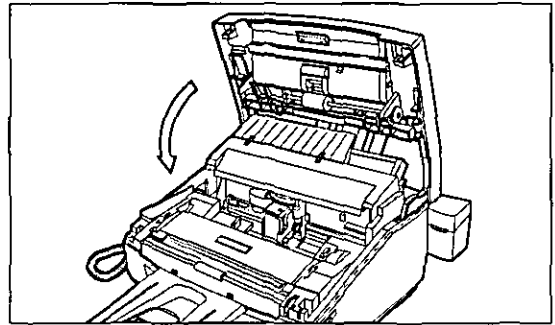
Note:
o To handle a cartridge correctly, read the "print cartridge guidelines" on page 9.
o Whenever the unit is idle, the print cartridge holder is in the home position on the right and caps the print cartridge. If you unplug the unit while it is printing, or if you move the cartridge from the home position, the cartridge will not be capped and may dry out.

Troubleshooting and Routine Care

Storing a print cartridge

When you switch from monochrome printing to color printing (or vice versa), or if you unwrap a print cartridge but do not install it in the unit, store the unused print cartridge in the print cartridge container.

1 Remove the print cartridge container from the unit.

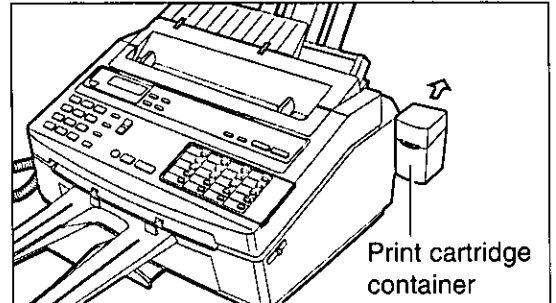Print cartridge container

2 Press in the container right below the tab (①), then open the container (②).

Tab
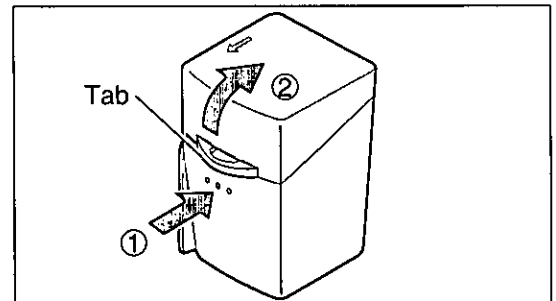
3 Insert the cartridge correctly.

○Confirm that the orange protective cap is removed from the cartridge.
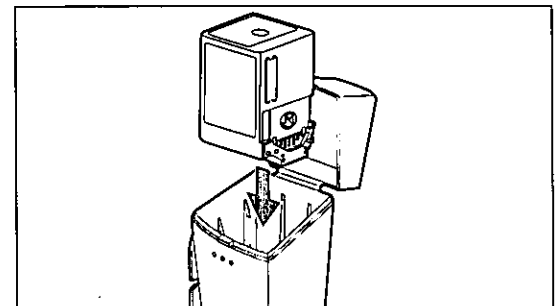
4 Close the lid.
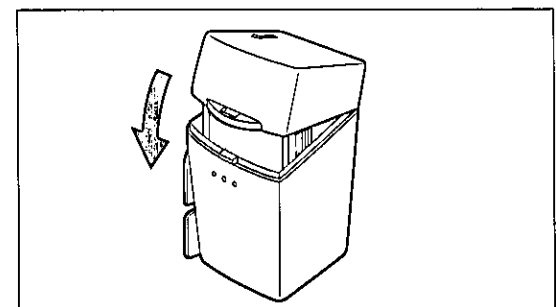
5 Hook the tabs on the side of the container onto the slot on the right side of the unit.

Slot

Tabs
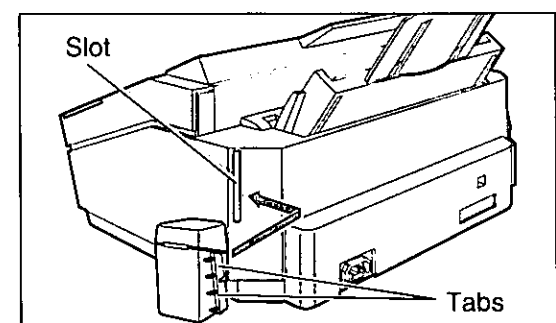
Note:
○Whenever you remove a print cartridge from the unit, store it in the container unless you are disposing of the cartridge.

Replacing an ink cartridge in the KX-FA151 color print cartridge

Replace the ink cartridge when:
—you have been using the ink cartridge for over six months, or
—the output is still blank after cleaning the print head at least five times though you properly perform a print operation using the KX-FA151 color print cartridge.

Ink cartridges that can be used are;
—KX-FA152 color ink cartridge
—KX-FA153 black ink cartridge

Important:
○You can only replace an ink cartridge when the color print cartridge is installed in the unit. Do not remove the print cartridge before replacing an ink cartridge.

1 Make sure the unit is turned on.

2 Slide the front lid open lever towards you to open the front lid.

○The unit will make a beep and the cartridge holder will move to the center. Do not touch the cartridge holder.
○If the cartridge holder does not move to the center, the cartridge may be overheated. Close the lid and leave it to cool down.

Front lid open lever

3 Remove the empty ink cartridge by grasping the tab on the top of the cartridge and pulling forward to release the ink cartridge.

○The color ink cartridge is on the left, the black ink cartridge is on the right.

Tab

4 Lift the ink cartridge up and out of the print cartridge unit.

Troubleshooting and Routine Care

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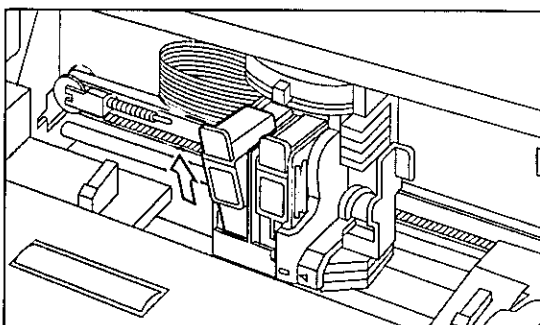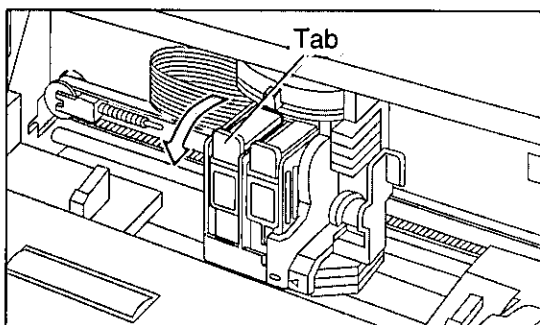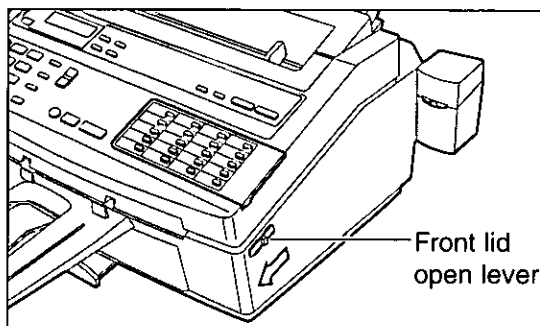
5 Unwrap the new ink cartridge and remove the protective cap

Protective cap
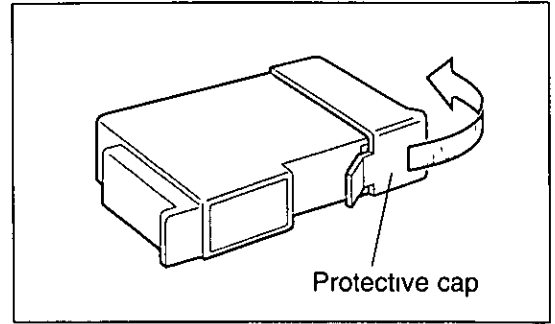
6 Install the new ink cartridge by
① Sliding it into the empty slot on the print cartridge, and
② Pressing firmly on the tab on the top of the ink cartridge until the cartridge snaps into place
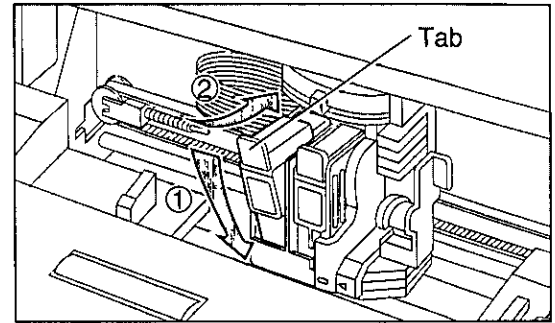
○Make sure each ink cartridge is in its proper slot, the color ink cartridge (KX-FA152) on the left and the black ink cartridge (KX-FA153) on the right

Tab

Caution:
○Do not move the mechanism that houses the print cartridge Attempting to move the print cartridge holder will damage the unit

7 Close the lid securely by pushing down on both sides
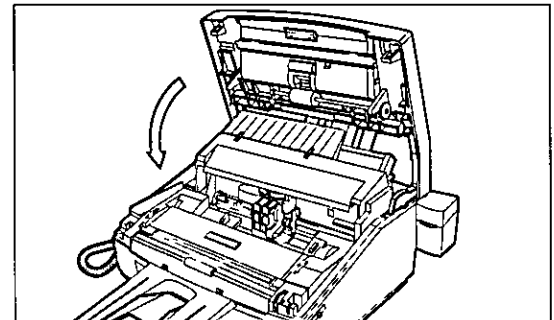
Cleaning the print head

The unit is equipped with a print head cleaning function to ensure consistent high quality printing

1 Make sure the unit is turned on

2 Open the station key panel and press [CLEANING] until a beep tone is heard
○If the unit is in the printer mode, the ON LINE light will flash for several seconds while the print head is being cleaned
○After cleaning, a beep tone is heard

Station key panel

Note:
○Perform the head cleaning only when there is a print quality problem Unnecessary and repetitious head cleaning will waste ink
○If you execute the head cleaning while paper is manually loaded, the unit will eject the paper and then perform the head cleaning
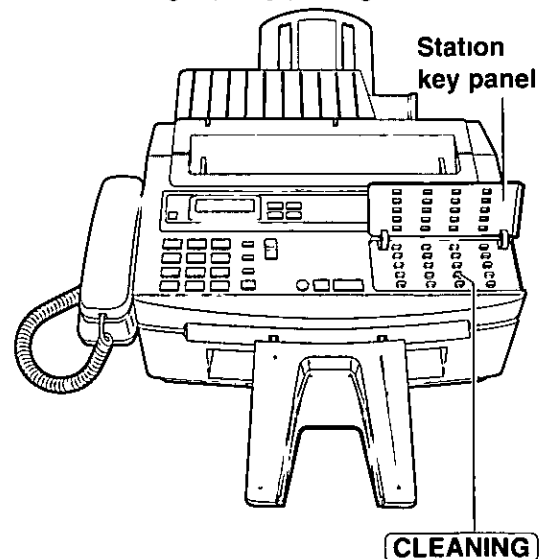
[CLEANING]

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Cleaning the inside of the unit

If misfeeding occurs frequently or dirty patterns or black bands appear on a copied, transmitted document clean the feeder rollers, sub roller, rubber flap, white plate and glass. If top edge or back side of recording paper smears, clean the platen.

1 Disconnect the power cord and the telephone line cord.

2 Slide the front lid open lever towards you to open the front lid.

3 Clean the feeder rollers and sub roller with a cloth moistened with isopropyl rubbing alcohol, and let dry thoroughly.

4 Clean the rubber flap with a cotton swab moistened with isopropyl rubbing alcohol and let dry thoroughly.

5 Clean the white plate and the glass with a dry soft cloth.

6 Clean around the platen area with a soft cloth moistened with water.

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

8 Connect the power cord and telephone line cord.

Rubber flap

White plate   Sub rollers

Feeder rollers

Platen

Glass   Front lid open lever
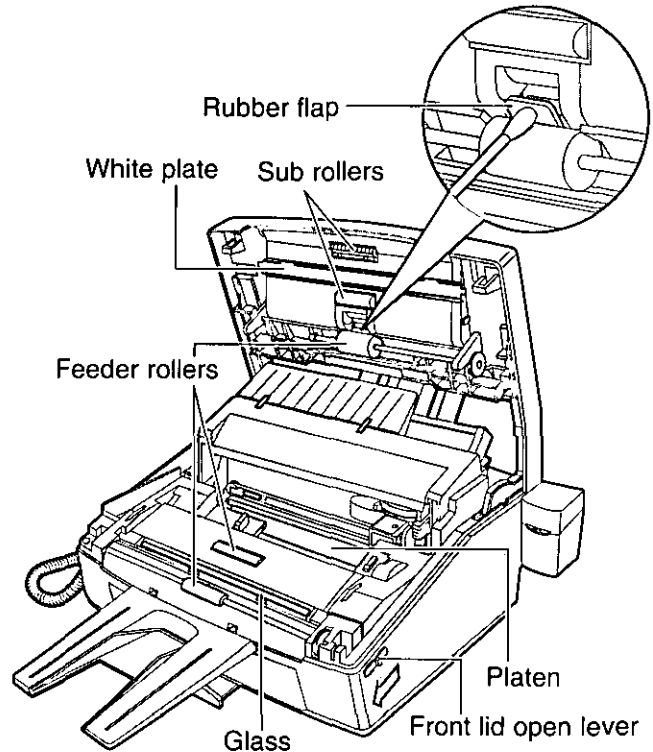
Note:
○Do not use paper products (such as paper towels or tissues) to clean the inside of the unit.

Transporting the unit

This unit is not portable, so you need to take care when transporting it.

Caution:
○When transporting the unit, do not remove the print cartridge from the unit.
○Do not ship a print cartridge or an ink cartridge from which you have removed the protective cap.

If you plan to move the unit from one location to another, or if you want to store it, follow the steps below.

1. Disconnect the parallel cable and power cord.
2. Open the front lid and confirm the print cartridge holder is in the right position, and close the lid.
3. Remove any paper from the paper tray.
4. Remove the print cartridge container from the side of the unit, the document tray, document stacker and paper stacker.
5. Return the paper rest to its original position.
6. Repack the unit in its original packing materials.

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 or personal injury.
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 supplied 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 could be damaged 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 an authorized servicenter when some service or repair work is required. Opening or removing covers may expose you to dangerous voltages 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 an authorized servicenter 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 an authorized 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
o Keep the unit away from electrical noise-generating devices, such as fluorescent lamps and motors.
o The unit should be kept free from dust, moisture, high temperature, and vibration.
o The unit should not be exposed to direct sunlight.
o Do not place heavy objects on top of this unit.
o Do not damage the power cord.
o Do not touch the plug with wet hands.
o 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
o FCC Registration No   (found on the rear side of the unit)
o Ringer Equivalence No   (found on the rear side of the unit)
o 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

General Information

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, and does not cover the print and ink cartridge. 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 on 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, American Express, Check)

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 Rosewell Road
Suite 200
Atlanta GA 30350
Phone (770) 518-6469
Fax (770) 552-1521

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 (847) 468-5466
Fax (847) 468-5465

9060 Golf Road
Niles, IL 60714
Phone (847) 608 1010
Fax (847) 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 Infanteria, 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 A
Suwannee, GA 30174
Phone (770) 338-6860
Fax (770) 338-6548

Covers
AL, FL GA MS NC SC, TN

CENTRAL (PCC)
1707 North Randall Road
Elgin, IL 60123
Phone (847) 468-5530
Fax (847) 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)

(960208)

Information for users

For product service
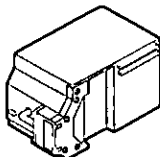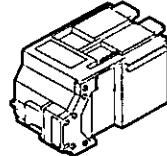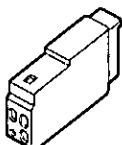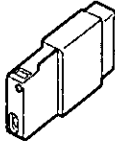○Service centers are listed on page 77
○Call toll free 1-800-545-2672 for the location of an authorized service center

When you ship the product
○Carefully pack your unit, preferably in the original carton
○Attach a letter, detailing the symptom or problem, to the outside of the carton
○Send the unit to an authorized service center, prepaid and adequately insured
○Do not send your unit to the Matsushita Consumer Electronics Company or to any executive or regional sales offices These locations do not repair consumer products

Accessory order information

Use the following for replacement For accessory order, call toll free 1-800-332-5368

Model No.	Description
KX-FA150 *	**Print cartridge** Incorporates a print head and black ink
KX-FA151 **	**Color print cartridge** Incorporates a print head and two replaceable ink cartridges a color ink cartridge (KX-FA152) and a black ink cartridge (KX-FA153)
KX-FA152 ***	**Color ink cartridge** Purchase this cartridge for replacement color ink for KX-FA151
KX-FA153 ****	**Black ink cartridge** Purchase this cartridge for replacement black ink for KX-FA151

An acceptable replacement that can be purchased at your local distributor
*   Canon BC-20 Black BJ Cartridge
**   Canon BC-21 Color BJ Cartridge
***   Canon BCI-21 Color Ink Cartridge
**** Canon BCI-21 Black Ink Cartridge

Specifications

1. **Applicable Lines:**	Public Switched Telephone Network
2. **Document Size:**	Max. 216 mm (8½") in width Max. 600 mm (23⅝") in length
3. **Effective Scanning Width:**	208 mm (8³⁄₁₆")
4. **Recording Paper Size:**	Letter: 216×279 mm (8½" × 11") Legal: 216×356 mm (8½" × 14")
5. **Effective Printing Width:**	203 mm (8")
6. **Transmission Time*:**	Approx. 15 sec./page (Original mode) Approx. 30 sec./page (G3 Normal mode)
7. **Memory Capacity:**	Approx. 20 pages [based on ITU-T (CCITT) test chart in standard resolution]
8. **Fax Auto Redial:**	Up to 5 times
9. **Telephone Auto Redial:**	Up to 14 times
10. **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
11. **Halftone Level:**	64-level
12. **Scanner Type:**	Contact Image Sensor
13. **Printer Type:**	Ink Jet
14. **Data Compression System:**	Modified Huffman (MH), Modified READ (MR)
15. **Modem Speed:**	9600/7200/4800/2400 bps; Automatic Fallback
16. **Operating Environment:**	5–35°C (41–95°F), 20–80 % RH
17. **Dimensions (H×W×D):**	233×461×374 mm (9³⁄₁₆" × 18⅛" × 14²³⁄₃₂")
18. **Mass (Weight):**	Approx. 8.0 kg (17.6 lb.)
19. **Power Consumption:**	Transmission: Approx. 14 W / Reception: Approx. 20 W Copy: Approx. 30 W / Standby: Approx. 5 W Maximum: Approx. 60 W
20. **Power Supply:**	120 V AC, 60 Hz (This unit will not function at 50 Hz.)

*Transmission Time:
Transmission times apply to text data using the ITU-T (CCITT) 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.

ITU-T (CCITT) test chart
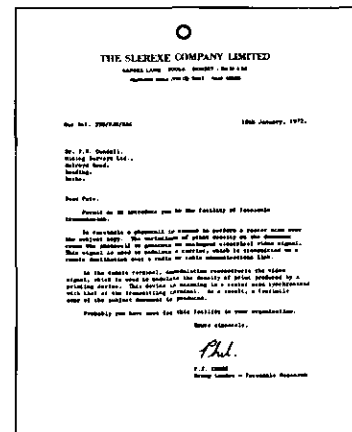
Note:
o Any details given in these instructions are subject to change without notice.
o The picture and illustrations in these instructions may vary slightly from the actual product.

Ink life

Ink life of the included cartridge or KX-FA150 print cartridge or KX-FA151 color print cartridge depends on the amount of black or color content in a received, copied or printed document We refer to the black or color content as "image area" Because image area varies in actual usage, so does ink life The following is the approximate relationship between image area and ink life for the included cartridge or KX-FA150 print cartridge and KX-FA151 color print cartridge each

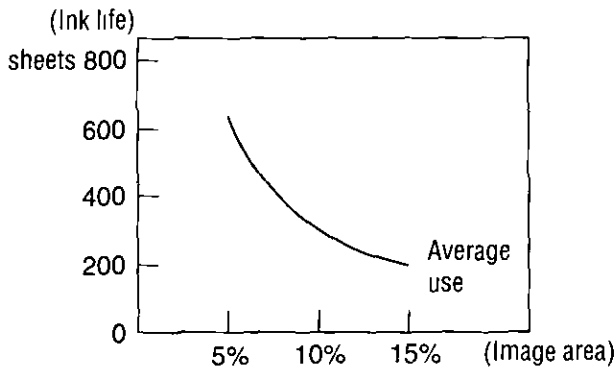□ **Ink life for the included cartridge or KX-FA150 print cartridge:**

5% image area	10% image area	15% image area

Note:
oThe image area is changed by the depth, thickness and size of the characters in the document

(Ink life)
sheets 800
600
400
200
0
5%   10%   15%   (Image area)
Average use

Note
oThe left graph assumes when receiving documents or making copies only, or when using as a printer only If you change the setting between facsimile and printer, the sheets which can be printed may decrease
oInk life varies on actual usage

□ **Ink life for the KX-FA151 color print cartridge·**

The KX-FA151 color print cartridge consists of the KX-FA152 color ink cartridge and the KX-FA153 black ink cartridge The KX-FA152 color ink cartridge prints approx 90 sheets of documents with 7 5% image area using each ink The KX-FA153 black ink cartridge prints approx 120 sheets of documents with 5% image area

Each ink cartridge can be replaced in a color print cartridge until the unit prints approx 2,000 sheets of documents with 7 5% image area using each ink

Speed dialer list

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

Speed dialer list

Station No.	Name/Phone No.	Station No.	Name/Phone No.
00		40	
01		41	
02		42	
03		43	
04		44	
05		45	
06		46	
07		47	
08		48	
09		49	
10		50	
11		51	
12		52	
13		53	
14		54	
15		55	
16		56	
17		57	
18		58	
19		59	
20		60	
21		61	
22		62	
23		63	
24		64	
25		65	
26		66	
27		67	
28		68	
29		69	
30		70	
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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