

User Manual

The essentials of imaging

Internet Fax & Network scan kit SU-1 for Di183f/Di152f

Forward

If the Internet fax/network scanner is installed and a network is connected, data scanned by the Di152*/Di183*/Di152f/Di183f can be attached to electronic mail (e-mail) and sent to a computer or Internet fax terminal through an intranet or the Internet. In addition, scanned data can also be uploaded to an FTP server.

*With the Di152/Di183, this is performed with the optional fax kit FX-1.

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For the U.S.A. Users FCC Part 15-Radio Frequency Devices

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interface, and (2) this device must accept any interface received, including interface that may cause undesired operation.

NOTE: This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications.

Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

WARNING: The design and production of this unit conform to FCC Regulations, and any changes or modifications must be registered with the FCC and are subject to FCC control. Any changes made by purchaser or user without first contacting the manufacturer will be subject to penalty under FCC regulations.

This device must be used with shielded interface cables. The use of nonshielded cables is likely to result in interference with radio communications and is prohibited under FCC rules.

For Canada Users Interference-Causing Equipment Standard (ICES-003 Issue 3)

This Class A digital apparatus complies with Canadian ICES-003.

Cet appareil numerique de la classe A est conforme a la norme NMB-003 du Canada.

For Europe

CE Marking (Declaration of Conformity)

This product complies with the following EU directives: 89/336/EEC, 73/23/EEC and 93/68/EEC directives.

This declaration is valid for the area of the European Union.

This device must be used with shielded interface cables. The use of nonshielded cables is likely to result in interference with radio communications and is prohibited under EU directives.

For Users of the Class B regulation's countries

This device must be used with shielded interface cables. The use of non-shielded cables is likely to result in interference with radio communications and is prohibited under CISPR 22 rules and local rules.

For Users except the Class B regulation's countries

WARNING

This is a Class A product. In a domestic environment this product may cause radio interference in which case the user may be required to take adequate measures.

This device must be used with shielded interface cables. The use of nonshielded cables is likely to result in interference with radio communications and is prohibited under CISPR 22 rules and local rules.

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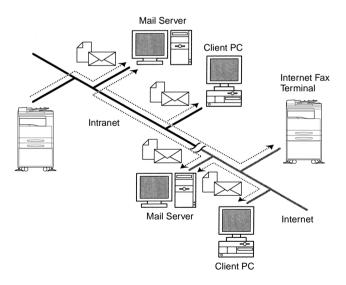
1 Introduction

1.1 Available Features

Internet faxing

 As opposed to a normal fax, which transmits through telephone lines, Internet fax sends and receives fax images through the Internet. Internet fax uses the Internet electronic mail (e-mail) setup to send and receive fax images. Image data scanned at an Internet fax terminal is attached to an e-mail, then sent to the recipient's Internet fax terminal. The file attached to the received e-mail is printed by the Internet fax terminal on the receiving end.

In addition, since e-mail is used, the fax can be sent to an individual e-mail address, not just an Internet fax terminal. In this case, the fax image arrives at the receiving end as an attachment to a mail received with the usual mail client software.

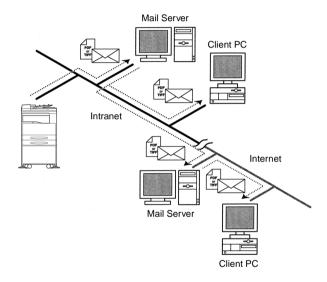


Network scanning

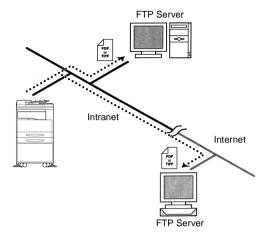
Paper documents can easily be converted to electronic data and used, for example, with electronic filing.

Scanned image data (scan data) is sent to a computer through a network as a TIFF-F or PDF file. The scanned image can be sent either as an email attachment or to an FTP server.

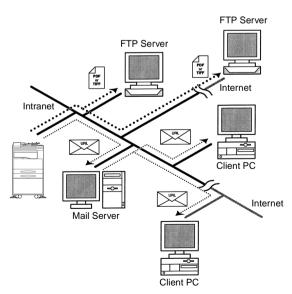
• Scan data is sent to a computer as a TIFF-F or PDF file attached to an e-mail, then sent to a computer through an intranet or the Internet. (Scan to E-mail)



• Scan data is uploaded to an FTP server as a TIFF-F or PDF file. (Scan to Server)



In addition, the system can be set to send to a specified recipient (only one) a notification of the FTP server address where the data was uploaded.



1.2 Required Environment

The following network environment is required in order to use the Internet fax and network scanning features.

Internet faxing

• Mail server (POP3 server and SMTP server)

Network scanning (Scan to E-mail)

• Mail server (SMTP server)

Network scanning (Scan to Server)

- FTP server (The enclosed PageScope Cabinet can be used as a simple FTP server.)
- Mail server (SMTP server) in order to use mail notification

Common

- Ethernet 10/100Base-T
- TCP/IP protocol

1.3 Connecting to a Network (LAN)

In order to use the Internet fax and network scanning features, this machine must be connected to a LAN and be able to communicate using the TCP/IP protocol.

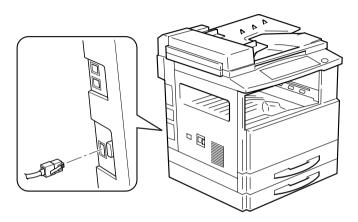
Use an Ethernet cable (for 10/100Base-T Ethernet) to connect to the LAN. (The Ethernet cable is not included with the Internet fax/network scanner.)

IMPORTANT

 Be sure to use a Category 5, shielded cable for the 10/100Base-T connection, otherwise there may be electronic interference.

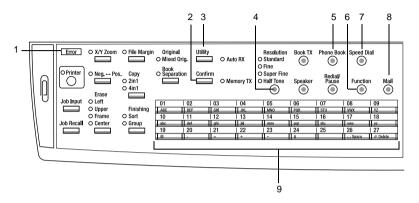
1.3.1 Connecting the Ethernet Cable

- 1. Make sure that the machine is turned off.
- 2. Insert one plug on the Ethernet cable into the connector (marked "NET-WORK SCANNER") on the left side of the machine, and then insert the other plug into the hub.

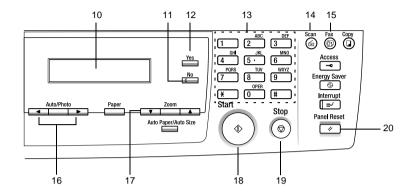


1.4 Control Panel Parts and Their Functions

1.4.1 Names of Control Panel Parts and Their Functions



No.	Part Name	Function	
1	[Error] indicator	Lights up if an error has occurred.	
2	[Confirm] key	Used to view transmission results.	
3	[Utility] key	Used to display the first Utility mode screen. MACHINE SETTING, FAX REGISTRATION, E-MAIL SETTING 1, E-MAIL SETTING 2, NETWORK(FAX/ SCAN) Refer to "4 Utility Mode Settings" (p. 55).	
4	[Resolution] key	Used to select the image quality (transmission resolution) with the Internet fax feature.	
5	[Phone Book] key	Used to display the information programmed for one-touc dialing, group dialing and speed dialing.	
6	[Function] key	Used to select a function. BROADCAST (broadcast transmission), TIMER TX (timer transmission), CANCEL RESERV. (cancel queued job) and INTERNET FAX RX (Internet fax reception) (p. 36, p. 38, p. 39 and p. 41)	
7	[Speed Dial] key	Used to specify previously programmed fax numbers represented by 3-digit numbers.	
8	[Mail] key	Press to enter an e-mail address. The key lights up in green to indicate that an e-mail address can be entered.	
9	One-touch dial keys	Used to select previously programmed fax numbers. Used to enter text such as e-mail addresses.	



No.	Part Name	Function	
10	Display	Displays setting menus, error messages, and specified settings such as e-mail addresses.	
11	[No] key	Erases the entered letters and numbers. Returns to the previous screen.	
12	[Yes] key	Confirms the current setting.	
13	10-key pad	Used to enter setting values. Used to enter numbers. Used to enter speed dial numbers.	
14	[Scan] key	Press to enter Scan mode. The key lights up in green to indicate that the machine is in Scan mode.	
15	[Fax] key	Used when sending scan data or receiving e-mail with the Internet fax feature.	
16	and ▶ keys [Auto/Photo] key	Used to specify the scanning mode with the Network Scan feature. Used to specify the selection at the left or right in setting screens.	
17	▲ and ▼ keys	Used to specify the selection above or below in setting screens and menus.	
18	[Start] key	Starts scanning or starts sending the e-mail or file.	
19	[Stop] key	Stops scanning documents.	
20	[Panel Reset] key	Cancels all current operations.	

1.4.2 Display Indications



No.	Display Indication	Description
1	Mode or function name	 Displays the currently selected mode or function setting. Displays the current menu, function or setting. Error messages are displayed when errors occur. The current date and remaining amount of memory is displayed during standby.
2	Message area	Displays messages such as operating instructions.

Symbol list:

Symbol		Description	
52	Sending/receiving mail	E-mail is being sent or received.	
	In standby for timer transmission	An e-mail is queued for timer transmission.	

1.5 Entering Text

When specifying the user name or programming one-touch dial keys with the recipient name, letters, accented characters, numbers and symbols can be entered.

1.5.1 Key operation:

- One-touch dial keys [01] through [27]: Used to enter letters and symbols
- 10-Key Pad: Used to enter numbers.

List of characters available with each one-touch dial key:

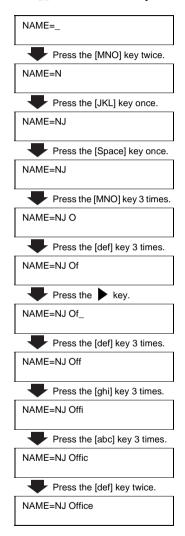
One-touch dial key		Available characters*	One-touch dial key		Available characters*
01	ABC	ABC	15	pqr	pqr
02	DEF	DEF	16	stu	stu
03	GHI	GHI	17	VWX	vwx
04	JKL	JKL	18	yz	yz
05	MNO	MNO	19	@	@
06	PQR	PQR	20		. (period)
07	STU	STU	21	_	_ (underscore)
08	VWX	VWX	22	+	+
09	YZ	YZ	23	-	- (hyphen)
10	abc	abc	24	&	&#*/!=?\$%[]'^`{} ~()'' ,:;<>
11	def	def	25		ÄäÖöÜüáÉéí''úÅÎàçÆÑ¿ Øøß
12	ghi	ghi	26	⊔ Space	(space)
13	jkl	jkl	27	∅ Delete	(deletes)
14	mno	mno	28		

^{*} Repeatedly press the one-touch dial key to scroll through the corresponding characters and symbols listed until the desired character appears in the display.

1.5.2 Inputting Example

To enter the name "NJ Office"

* The cursor (_) flashes alternately with the character at its current location.



Correcting text and input precautions

- To erase all entered text, press the [No] key.
- To delete only part of the entered text, use the ◀ and ▶ keys to move the cursor (_) to the character that you wish to delete, and then press the [Delete] key (one-touch dial key [27]).
- To change an entered character, use the ◀ and ▶ keys to move the cursor (_) to the character that you wish to change, and then enter the new character. (The character at the cursor's position is replaced with the new character.)
- If the same one-touch dial key is needed to enter two characters in a row, press the key after selecting the first character. (Refer to the above example.)
- To enter a space, press one-touch dial key [26].

1.6 Specifying Network Settings

1.6.1 Required Settings

In order to use the Internet fax and network scanning features, certain settings must first be specified.

Note

 This machine must be set based on the network environment that it is connected to. Therefore, before starting to set this machine, be sure to ask the network administrator for the information required to specify the settings correctly.

Settings	Description	Internet Faxing	Network Scanning (Scan to E-mail)	Network Scanning (Scan to Server)	
	O: Necessary -: Unne	ecessary	• :As n	ecessary	
NETWORK	(FAX/SCAN)				
IP ADDRESS	This function is used to specify the IP address of the Internet fax/network scanner. *Obtain from the network administrator.	O*2	O*2	O*2	
SUBNET MASK	This function is used to set the subnet mask value of the network. *Consult with the network administrator.	O*2	O*2	O*2	
GATEWAY	This function is used to enter the IP address of the router, if one is used on the network. *Consult with the network administrator.	O*2	O*2	O*2	
DNS CONFIG.	This function is used to enable or disable the DNS (Domain Name System). If a DNS server is used, specify its IP address. *If a DNS server is used on the network, select "ENABLE". If an external server such as an Internet provider is used, select "DISABLE". Consult with the network administrator.	•	•	•	
SERVER TIMEOUT	This function is used to set the length of time (between 5 and 20 seconds, in 1 second intervals) until the connection with the server times out.	0	0	О	
E-MAIL SETTING 1					
SENDER NAME	This function can be used to specify the sender's name.	0	0	●*1	
E-MAIL ADDRESS	This function is used to specify the e-mail address of the sender. *Obtain from the network administrator.	О	0	•*1	

Settings	·		Network Scanning (Scan to E-mail)	Network Scanning (Scan to Server)
SMTP SERVER	This function is used to enter the IP address or host name for the SMTP server. *Consult with the network administrator.)	Э	•*1
TEXT INSERT	This function is used to specify whether or not to insert text explaining that an image data has been attached when scan data attached to an e-mail is being sent.	0	0	•*1
DEFAULT SUBJECT	This function can be used to set the default subject used when sending scan data attached to an e-mail.	О	О	•*1
TIME ZONE	-		О	●*1
E-MAIL SE	TTING 2			
POP3 SERVER	This function is used to enter the IP address or host name for the POP3 server. *Consult with the network administrator.	0	_	_
POP3 ACCOUNT	This function is used to specify the account name used to log into the POP3 server. *Consult with the network administrator.		_	_
POP3 PASSWORD	This function is used to specify the password used to log into the POP3 server. *Consult with the network administrator.)	_	_
AUTO RECEPTION	This function is used to specify the time interval (between 1 and 60 minutes, in 1 minute intervals) for checking for new e-mail during automatic reception.	0	_	_
REPLY ADDRESS	This function is used to specify the recipient of error notification e-mails if an error occurs while receiving an Internet fax.	0	_	_
HEADER PRINT	This function is used to specify whether or not to print header information of "subject", "from", and "cc" when printing e-mails.)	_	_

^{*1:} Necessary if notification of the URL is sent by e-mail.

Tip

 After specifying the IP address, subnet mask and gateway functions on the "NETWORK(FAX/SCAN)" menu, other settings can be specified using PageScope Light. For details, refer to the PageScope Light for Di152f/Di183f Scanner User Manual.

^{*2:} May also be assigned automatically by the DHCP server.

1.6.2 Specifying Network Settings ("NETWORK(FAX/ SCAN)" Menu)

From the "NETWORK(FAX/SCAN)" menu of the Utility mode, various network settings can be specified.

Tip

 If, at any time, you wish to quit setting a "NETWORK(FAX/SCAN)" function, press the [No] key. When the message "STOP SETTING?" appears, press the [Yes] key to quit.

To set the "IP ADDRESS" function

Press the [Utility] key.
 The first screen of the Utility mode appears.



- Using the ▲ and ▼ keys, select "NETWORK(FAX/SCAN)".
- 3. Press the [1] key from the 10-key pad to select "IP ADDRESS".
- Using the

 and

 keys, select either "AUTO" or "SPECIFY", and then press the [Yes] key.
 - If "AUTO" was selected so the IP address will automatically be assigned by the DHCP server, the "NETWORK(FAX/SCAN)" menu appears again.
 - If "SPECIFY" was selected, a screen appears, allowing you to specify the IP address. (Continue with step 5.)



1 IP ADDRESS



Note

- "AUTO" is available if a DHCP server is on the network. If "AUTO" is selected, it will not be necessary to specify the subnet mask or gateway settings.
- If a fixed IP address has been set, you must select "IP Address in NVRAM" in the enclosed PageScope Light. Make this setting in the "TCP/IP Configuration" menu on the "Network" tab. For more details, refer to the PageScope Light for Di152f/Di183f Scanner User Manual.
- 5. Using the 10-key pad, enter the IP address of the Internet fax/network scanner.

ADDR=192.168.10 .10_ 0K=YES

- The screen at the right shows an example of an entered IP address.
 For the appropriate setting, consult the network administrator.
- Press the [Yes] key.
 The "NETWORK(FAX/SCAN)" menu appears again.

To set the "SUBNET MASK" function

 From the "NETWORK(FAX/SCAN)" menu of the Utility mode, press the [2] key from the 10-key pad to select "SUBNET MASK".

2 SUBNET MASK

- 2. Using the 10-key pad, enter the subnet mask value.
 - The screen at the right shows an example of an entered subnet mask.
 For the appropriate setting, consult the network administrator.
- SUB=255.255.255.0 OK=YES

 Press the [Yes] key.
 The "NETWORK(FAX/SCAN)" menu appears again.

To set the "GATEWAY" function

1. From the "NETWORK(FAX/SCAN)" menu of the Utility mode, press the [3] key from the 10-key pad to select "GATEWAY".

3 GATEWAY

2. Using the 10-key pad, enter the IP address of the gateway.

ADDR=192.168.10 .1_ OK=YES

- The screen at the right shows an example of an entered IP address.
 For the appropriate setting, consult the network administrator.
- 3. Press the [Yes] key.
 The "NETWORK(FAX/SCAN)" menu appears again.

To set the "DNS CONFIG." function

 From the "NETWORK(FAX/SCAN)" menu of the Utility mode, press the [4] key from the 10-key pad to select "DNS CONFIG.".

4 DNS CONFIG.

 Using the ◀ and ▶ keys, select either "DISABLE" or "ENABLE", and then press the [Yes] key.

DISABLE ≭ENABLE ⊣,⊩ & YES

- If "DISABLE" was selected, the "NETWORK(FAX/SCAN)" menu appears again.
- If "ENABLE" was selected, a screen appears, allowing you to specify the IP address of the DNS server. (Continue with step 3.)
- 3. Using the 10-key pad, enter the IP address of the DNS server.
- Press the [Yes] key.
 The "NETWORK(FAX/SCAN)" menu appears again.

ADDR=192.168.10 .12_ OK=YES

To set the "SERVER TIMEOUT" function

1. From the "NETWORK(FAX/SCAN)" menu of the Utility mode, press the [5] key from the 10-key pad to select "SERVER TIMEOUT".

5 SERVER TIMEOUT

- 2. Using the 10-key pad, enter the timeout period (seconds).
 - The timeout period can be set between 5 and 120 seconds.
- TIMER= 30sec(5-120) OK=YES
- Press the [Yes] key.
 The "NETWORK(FAX/SCAN)" menu appears again.

1.6.3 Specifying E-mail Settings ("E-MAIL SETTING 1" Menu)

From the "E-MAIL SETTING 1" and "E-MAIL SETTING 2" menus of the Utility mode, various e-mail settings can be specified.

Tip

If, at any time, you wish to quit setting an "E-MAIL SETTING 1" or "E-MAIL SETTING 2" function, press the [No] key. When the message "STOP SETTING?" appears, press the [Yes] key to quit.

To program the sender's name

Press the [Utility] key.
 The first screen of the Utility mode appears.



 Using the ▲ and ▼ keys, select "E-MAIL SETTING 1".



1 Introduction

3. Press the [1] key from the 10-key pad to select "SENDER NAME".

1 SENDER NAME

- 4. Enter the sender's name.
 - For details on entering text, refer to "1.5 Entering Text" (p. 9).

NAME=ABC_ OK=YES

- The sender name can contain a maximum of 20 characters.
- 5. Press the [Yes] key.

The "E-MAIL SETTING 1" menu appears again.

To program the e-mail address of the sender

1. From the "E-MAIL SETTING 1" menu of the Utility mode, press the [2] key from the 10-key pad to select "E-MAIL ADDRESS".

2 E-MAIL ADDRESS

- 2. Enter the e-mail address of this machine.
 - For details on entering text, refer to "1.5 Entering Text" (p. 9).
 - The e-mail address can contain a maximum of 64 characters.
 - Be sure to first obtain the e-mail address from the network administrator.
 - If you do not receive e-mails on this machine, enter the e-mail address of the administrator.
- Press the [Yes] key.
 The "E-MAIL SETTING 1" menu appears again.

ADDR=aaa@aaaa.com_ OK=YES

To set the SMTP server address

- 1. From the "E-MAIL SETTING 1" menu of the Utility mode, press the [3] key from the 10-key pad to select "SMTP SERVER".
- 3 SMTP SERVER
- 2. Enter the IP address or host name for the SMTP server.
- ADDR=192.168.10 .11_ OK=YES
- For details on entering text, refer to "1.5 Entering Text" (p. 9).
- ADDR=bbb.aaaaa.com_ OK=YES
- The host name can contain a maximum of 64 characters.

 The upper-right screen shows an example of an entered IP address.

- For the appropriate setting, consult the network administrator.

 Press the [Yes] key.
- Press the [Yes] key.
 The "E-MAIL SETTING 1" menu appears again.

To set the "TEXT INSERT" function

By first setting this function, text (fixed string of characters) is inserted in front of the image data for the Internet fax document before the fax is sent. Use this function for example when sending Internet faxes to computers.

 From the "E-MAIL SETTING 1" menu of the Utility mode, press the [4] key from the 10-key pad to select "TEXT INSERT".



Using the

and

keys, select either "ON" or "OFF", and then press the [Yes] key.

*ON OFF ◄,► & YES

The "E-MAIL SETTING 1" menu appears again.

To set the "DEFAULT SUBJECT" function

- From the "E-MAIL SETTING 1" menu of the Utility mode, press the [5] key from the 10-key pad to select "DEFAULT SUBJECT".
- 5 DEFAULT SUBJECT

- 2. Enter the default subject.
 - For details on entering text, refer to "1.5 Entering Text" (p. 9).
- SUBJ.=IFAX from_ OK=YES
- The default subject can contain a maximum of 20 characters.
- Press the [Yes] key.
 The "E-MAIL SETTING 1" menu appears again.

To set the "TIME ZONE" function

1. From the "E-MAIL SETTING 1" menu of the Utility mode, press the [6] key from the 10-key pad to select "TIME ZONE".

6 TIME ZONE

2. Using the ▲ and ▼ keys, select the time zone.

TIME ZONE=GMT -05:00
T, 4 & YES

Press the [Yes] key.
 The "E-MAIL SETTING 1" menu appears again.

1.6.4 Specifying E-mail Settings ("E-MAIL SETTING 2" Menu) To set the POP3 server address

- 1. Press the [Utility] key.

 The first screen of the II
 - The first screen of the Utility mode appears.
- Using the ▲ and ▼ keys, select "E-MAIL SETTING 2".
- 3. Press the [1] key from the 10-key pad to select "POP3 SERVER".
- 4. Enter the IP address or host name for the POP3 server.
 - For details on entering text, refer to "1.5 Entering Text" (p. 9).
 - The host name can contain a maximum of 64 characters
 - The upper-right screen shows an example of an entered IP address.
 For the appropriate setting, consult the network administrator.
- Press the [Yes] key.
 The "E-MAIL SETTING 2" menu appears again.





1 POP3 SERVER

ADDR=192.168.10 .11_ OK=YES

ADDR=ccc.aaaa.com_ OK=YES

To set the "POP3 ACCOUNT" function

1. From the "E-MAIL SETTING 2" menu of the Utility mode, press the [2] key from the 10-key pad to select "POP3 ACCOUNT"

2 POP3 ACCOUNT

- 2. Enter the account name.
 - For details on entering text, refer to "1.5 Entering Text" (p. 9).
 - The account name can contain a maximum of 64 characters.
- 3. Press the [Yes] key. The "E-MAIL SETTING 2" menu appears again.

NAME-aaa 0K = YFS

To set the "POP3 PASSWORD" function

1 From the "E-MAIL SETTING 2" menu of the Utility mode, press the [3] key from the 10-key pad to select "POP3 PASSWORD".

3 POP3 PASSWORD

- 2. Enter the password.
 - For details on entering text, refer to "1.5 Entering Text" (p. 9).
 - The password can contain a maximum of 32 characters.
 - The upper-right screen shows an example of an entered password. For the appropriate setting, consult the network administrator.
- 3. Press the [Yes] key.

The "E-MAIL SETTING 2" menu appears again.

PWD=password_ OK=YES

To set the "AUTO RECEPTION" function

 From the "E-MAIL SETTING 2" menu of the Utility mode, press the [4] key from the 10-key pad to select "AUTO RECEPTION".

4 AUTO RECEPTION

 Using the ◀ and ▶ keys, select either "ON" or "OFF", and then press the [Yes] key.

ON *OFF ◄,► & YES

- If "ON" was selected, a screen appears, allowing you to specify the time interval for checking for new email. (Continue with step 3.)
- If "OFF" was selected, the "E-MAIL SETTING 2" menu appears again.
- 3. Using the 10-key pad, enter the time interval (minutes) for checking for new e-mail.
 - The time interval for automatically checking for new e-mail can be set between 1 and 60 seconds.
- Press the [Yes] key.
 The "E-MAIL SETTING 2" menu appears again.

INTERVAL=30min(1-60)
 OK=YES

To set the address where results are sent

 From the "E-MAIL SETTING 2" menu of the Utility mode, press the [5] key from the 10-key pad to select "REPLY ADDRESS".

5 REPLY ADDRESS

- 2. Enter the e-mail address for the recipient of error notifications.
- ADDR=ddd.aaaaa.com_ OK=YES
- For details on entering text, refer to "1.5 Entering Text" (p. 9).
- The e-mail address can contain a maximum of 64 characters.
- Normally, enter the e-mail address of the administrator.
- Press the [Yes] key.
 The "E-MAIL SETTING 2" menu appears again.

To set the "HEADER PRINT" function

1. From the "E-MAIL SETTING 2" menu of the Utility mode, press the [6] key from the 10-key pad to select "HEADER PRINT".

6 HEADER PRINT

Using the

and

keys, select either

"ON" or "OFF", and then press the

[Yes] key.

ON *0FF ◄,► & YES

The "E-MAIL SETTING 2" menu appears again.

2 Internet Faxing

The procedures for sending scan data and receiving e-mail are described below.

Note

- For information on documents that can be used, the scanning area of the image, the print area and paper types and sizes, refer to the User Manuals for the Di152f/Di183f or the FX-1 Fax unit for the Di152/ Di183.
- Internet faxing is not possible for approximately three minutes after the machine is turned on.

2.1 Basic Faxing

Tip

- Internet faxes are sent and received with the help of a mail server; they are not sent directly to the recipient or received directly from the sender. In addition, as soon as transmission with the server is finished correctly, the transmission is considered complete.
- The resolution and document size that can be used depends on the
 performance of the Internet fax function on the receiving end. Check
 on the performance of the Internet fax function on the receiving end
 before transmission. If the performance of the Internet fax function on
 the receiving end is not known, send your Internet fax with a Letter or
 A4 size and the "Standard" resolution setting.
- In order to use Internet faxing, settings such as the IP address, SMTP server address and e-mail address must be set in advance.
- With the "Standard" resolution setting, approximately 295 Letter or A4-size document pages can be scanned at one time (approximately 720 pages if the optional "8 MB Memory for Fax" is installed).
- To stop scanning, press the [Stop] key.
- If the transmission could not be completed correctly, a transmission result report is printed.
- To cancel the transmission of scan data that is queued, select "CANCEL RESERV." with the [Function] key. (p. 39)

2.1.1 Using the Automatic Document Feeder

1. Press the [Fax] key.

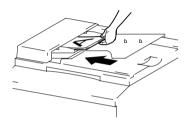
The machine enters Fax mode, and the fax screen appears.



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- 2. Load the document to be sent into the Automatic Document Feeder.
 - Adjust the Document Guide Plates to fit the size of the document.
 - Load the document with the side to be scanned facing up.
- 3. If necessary, change the "Resolution" setting (p. 29).
- 4. Press the [Mail] key.

The [Mail] key lights up, and an email address can be entered.





≅=ENTER E-MAIL ADDR. or FUNCTION

- 5. Enter the e-mail address of the recipient.
 - For details on entering text, refer to "1.5 Entering Text" (p. 9).
- ã-bbb@bbbbb.com (TX-START)
- The e-mail address of a previously programmed recipient can also be specified. Refer to "2.2.2 Specifying the Recipient" (p. 30).
- 6. Press the [Start] key to begin scanning and sending the fax.
 - Once transmission is finished, a beep is sounded.

2.1.2 Positioning Documents on the Original Glass

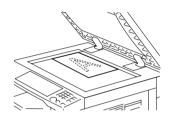
1. Press the [Fax] key.

The machine enters Fax mode, and the fax screen appears.



OCT.10 16:00 100% -SET DOC.FACE UP-

- 2. Lift open the Original Cover, and then position the document to be faxed on the Original Glass.
 - Position the document with the side to be scanned facing down.
 - Align the document on the scales above and to the left of the Original Glass.
 - If the Automatic Document Feeder is not installed, skip to step 4.
- 3. Press the [Book TX] key.
 - Even when faxing sheet documents positioned on the Original Glass, the [Book TX] key should be pressed.
- 4. If necessary, change the "Resolution" setting (p. 29).







Press the [Mail] key. 5

> The [Mail] key lights up, and an email address can be entered.





≅=ENTER E-MAIL ADDR. or FUNCTION

- 6. Enter the e-mail address of the recipient.
 - For details on entering text, refer to "1.5 Entering Text" (p. 9).
- ਬ=bbb@bbbb.com 0K=YES
- The e-mail address of a previously programmed recipient can also be specified. Refer to "2.2.2 Specifying the Recipient" (p. 30).
- Check that the correct document size 7 appears in the screen.
 - To change the document size, press the ∇ key, and then use the \triangleleft and ▶ keys to select the desired document size in the screen that appears.
- SCAN BOOK(LTa) (SIZE=**T**) SCAN=YES
- LTa *LTa LG-LD= **-.** ► & YES
- 8. Press the [Yes] key to scan the page.
- 9. If the document to be faxed contains multiple pages, position the next page of the document on the Original Glass when the screen shown at the right appears, and then press the [Yes] key.

NEXT PAGE?(LT□) **d** 1 SCAN=YES (TX=START)

- Repeat step 9 until all pages of the document have been scanned.
- 10. Press the [Start] key to begin scanning and sending the fax.
 - Once transmission is finished, a beep is sounded.

If the memory becomes full while scanning documents

If the memory becomes full while a document is being scanned, the transmission is cancelled.

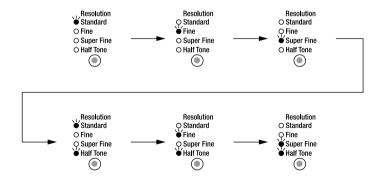
2.2 Transmission Settings

2.2.1 Adjusting the Fax Resolution

Selecting one of the following resolutions to match the type of document to be faxed will produce a sharper result.

Document Type	Resolution Setting
Documents with normal print	Standard
Documents containing small print, such as newspapers Documents containing detailed illustrations	Fine, Super Fine
Documents containing text and objects with varying shades, such as photos	Standard + Half Tone, Fine + Half Tone
Documents containing objects with varying shades, such as photos	Fine + Half Tone, Super Fine + Half Tone

- 1. Position the document to be faxed.
- Press the [Resolution] key until the resolution that matches the document is selected.
 - Repeatedly pressing the [Resolution] key changes the setting as shown below.



2.2.2 Specifying the Recipient

Specify the recipient using any of the different methods described below.

To directly enter the e-mail address

- 1. Press the [Mail] key.
 - The [Mail] key lights up, and an email address can be entered.



≅=ENTER E-MAIL ADDR. or FUNCTION

- 2. Enter the e-mail address of the recipient.
 - For details on entering text, refer to "1.5 Entering Text" (p. 9).
 - The e-mail address can contain a maximum of 64 characters.
 - If the e-mail address does not contain "@", the [Start] key cannot be pressed.
 - If you wish to change the entered e-mail address, press the [No] key, and then enter the correct address.

ã-bbb@bbbbb.com (TX-START)

To use one-touch dialing

Note

- For details on programming the one-touch dial keys, refer to "4.2.1 Programming One-Touch Dial Keys" (p. 57).
- If the recipient will be specified using a one-touch dial key, it is not necessary to press the [Mail] key.
- 1. Press the one-touch dial key ([01] through [27]) programmed with the email address of the desired recipient.

01	02	l 03	04	05	I 06	l 07	l 08	l 09
ABC	DEF	GHI	JKL	MNO	PQR	STU	vwx	YZ
10	11	12	l 13	l 14	15	16	17	l 18
abc	def	ghi	∏jkl	mno	pqr	stu	vwx	yz
19	1 20	21	22	23	24	25	1 26	l 27
@			+	-	8		☐ Space	// Delete

The machine automatically starts scanning the document and sending the fax.

ONE-TOUCH DIAL 01

B=AAA NEW YORK

Note

• If the specified one-touch dial key is programmed with a fax number, transmission of the fax begins.

To use speed dialing

Note

- For details on programming speed dial numbers, refer to "4.2.2 Programming Speed Dial Numbers" (p. 58).
- If the recipient will be specified using speed dialing, it is not necessary to press the [Mail] key.
- 1. Press the [Speed Dial] key, and then use the 10-key pad to enter the 3-digit speed dial number (number programmed with the e-mail address).
 - If you wish to change the entered speed dial number, press the [No] key, and then enter the correct speed dial number.



SPEED DIAL=011

ã=AAA BOSTON (TX=START)

Note

• If the specified speed dial number is programmed with a fax number, transmission of the fax begins.

To use group dialing

Note

- For details on programming one-touch dial keys for group dialing, refer to "4.2.3 Programming Group Dialing" (p. 59).
- If the recipient will be specified using group dialing, it is not necessary to press the [Mail] key.
- 1. Press the one-touch dial key ([01] through [27]) programmed with the group of recipients that you wish to send the fax to.

The machine automatically starts scanning the document and sending the fax.

GROUP DIAL 02

GROUP NAME=EASTCOAST

To use program dialing

The only transmission functions where e-mail addresses can be specified are broadcast transmission and timer transmission.

For setting procedures, refer to the User Manuals for the Di152f/Di183f or the FX-1 Fax unit for the Di152/Di183. Enter the e-mail address when you are asked to specify the recipient information.

To use the phone book

The phone book contains all programmed one-touch dialing and speed dialing numbers, allowing you to search for and select the recipient that you wish to send the fax to.

1. Press the [Phone Book] key.



- - If "LIST" was selected:
 The list of programmed one-touch dialing and speed dialing numbers is displayed. Using the ▲ and ▼ keys, select the desired recipient.
 - If "SEARCH" was selected: A screen appears, allowing you to enter the text to be searched for. Search for the desired recipient by entering part (or all) of the name programmed.For details on performing the search, refer to "To search the phone book" (p. 34).







To search the phone book

- 1. Press the [Phone Book] key.
- Using the

 and

 keys, select
 "SEARCH", and then press the [Yes]
 key.
 - A screen appears, allowing you to enter the text to be searched for.



- Enter the first few characters of the 3 name programmed for the desired recipient.
- SEARCH->>AAA OK=YES
- Enter the name programmed in the one-touch dial key or the speed dial number. (For details on entering text, refer to "1.5 Entering Text" (p. 9).)
- A maximum of 10 numbers can be entered.
- 4. Press the [Yes] kev.
 - The number of names beginning with the text entered in step 3 is displayed.

To select a recipient from the displayed search results, skip to step 7. ***SEARCHING***

AAA (10) SEARCH=YES (SEE=TA)

Tip

- If there are no one-touch dial keys or speed dialing numbers beginning with the entered text, "(0)" is displayed, and then the screen allowing you to enter the search text appears again.
- 5. To narrow down the search results even further, press the [Yes] key, and then enter more search text.

SEARCH->>AAA NEW OK=YES

- 6. Press the [Yes] key.
- Using the \triangle and ∇ keys, select the 7. desired recipient.
 - If the desired recipient name does not appear in the search results, press the [No] key to return to the screen allowing you to enter the search text, and then try searching for different text.

AAA NEW (2) SEARCH=YES (SEE=▼▲)

*AAA NEW YORK **OK=START**

2.2.3 Broadcast Transmission

The same scan data can be sent to multiple recipients at one time.

Tip

- Both e-mail addresses and fax numbers can be specified as recipients.
- With the result report printed after the transmission is finished, you can check whether the fax was sent to all recipients.

Note

- A maximum of 143 recipients can be specified for the same transmission.
- A maximum of 16 recipients can be specified by entering the information directly.

To use broadcast transmission

- 1. Position the document to be faxed.
- 2. If necessary, change the "Resolution" setting (p. 29).
- 3. Press the [Function] key.

Function



4. From the 10-key pad, press the [1] key. Otherwise, press the [Function] key once to select "1 BROADCAST", and then press the [Yes] key.

FUNCTION
SEL.0-9/or FUNCTION

1 BROADCAST

- 5. Specify the recipient, and then press the [Yes] key. Repeat this step until all recipients have been specified.
 - The recipient e-mail addresses can be specified by using the one-touch dial keys, the speed dial numbers or group dialing, by selecting from the phone book, or by entering the address directly.

Tip

- If the e-mail address is entered directly, press the [Mail] key after entering the address. (For details on entering text, refer to "1.5 Entering Text" (p. 9).)
- If the wrong recipient has been specified, press the [No] key to delete the current selection. (This is valid only before the recipient is set by pressing the [Yes] key.)
- 6. Press the [Start] key.

A message appears, allowing you to select whether or not to check the recipients.

- 7. To check the recipients, press the [Yes] key.
 - If you do not wish to check the recipients, skip to step 9.
- 8. The recipients specified in step 5 are displayed in the order that they were selected.

Check the recipient, and then press the [Yes] key.

- To delete the displayed recipient, press the [No] key.
- After all recipients have been checked, "Fin. =START" appears in the display.

```
CHECK DESTINATIONS?
OK=YES (TX=START)
```

9. Press the [Start] key to begin scanning and sending the fax.

Note

 If both e-mail addresses and fax numbers are specified as recipients for broadcast transmission, the faxing begins after the emails are sent.

2.3 Timer Transmission

A document can be scanned and stored in the memory to be sent at a specified time.

Note

- The time is set on a 24-hour system.
- If the machine is not programmed with the current time, the fax cannot be sent at the specified time.
- Timer transmission can be combined with broadcast transmission.

To use timer transmission

- 1 Position the document to be faxed
- 2. If necessary, change the "Resolution" setting (p. 29).
- 3. Press the [Function] key.

Function



4. From the 10-key pad, press the [2] key. Otherwise, press the [Function] key twice to select "2 TIMER TX", and then press the [Yes] key.

FUNCTION SEL.0-9/or FUNCTION

2 TIMER TX

- 5. Using the 10-key pad, enter the desired transmission time, and then press the [Yes] key.
- TIMER=21:00 OK=YES
- If you wish to change the time, press the [No] key, and then enter the correct time.
- 6. Specify the recipient.
 - Refer to "2.2.2 Specifying the Recipient" (p. 30).
- 置=bbb@bbbbb.com (TX=START)

7. Press the [Start] key.

The machine scans the document, then enters transmission standby mode.

2.4 Cancelling (Deleting) a Document Queued for Transmission

Of the e-mails stored in the memory and queued to be sent by timer transmission, a specific e-mail can be selected and deleted.

To cancel a queued document

1. Press the [Function] key.

Function



- From the 10-key pad, press the [8] key.
 Otherwise, press the [Function] key 8
 times to select "8 CANCEL
 RESERV.", and then press the [Yes]
 key.
 - The details (specified transmission time/type of transmission) of the jobs queued in the memory are displayed.
 - If no jobs have been queued in the memory, the message "*NONE*" appears.

FUNCTION
SEL.0-9/or FUNCTION

8 CANCEL RESERV.

2 Internet Faxing

- Using the \triangle and ∇ keys, select the 3 job to be deleted.
 - The following types of transmission jobs are displayed. (Fax transmission jobs are also displayed.)

MEMORY: Memory transmission

B-CAST: Broadcast

transmission

TIMER: Timer Transmission M.B. TX: Mailbox transmission POLL-TX: Polling transmission POLL-RX: Polling reception RELAY: Relay initiation

transmission or relay

broadcast transmission

FORWARD: Fax forwarding

- To check the recipient of the currently displayed transmission job, press the key. After checking, press the [Yes] key to return to the previous screen.
- Press the [Yes] key to delete the dis-4. played job.

"CANCEL RESERV." appears in the display.

- 01 [13:25] TIMER DEL=YES (CONF.=►) **T**
 - 02 [1 MEMORY DEL=YES (CONF.=►) **T**

- **‡**02 Г 1 MEMORY CANCELED*
- To delete another queued job, press either the [Yes] key or the [8] key, 5. and then repeat steps 3 and 4.
 - If you are finished deleting jobs, press the [No] key to return to the main screen.

2.5 Receiving

2.5.1 E-Mail Formats That Can Be Received

This machine can receive the following types of e-mail.

- Text (single byte character only)
- · TIFF-F images
- Combination of text (single byte character only) and TIFF-F images
- Attached text file (single byte character only)

Note

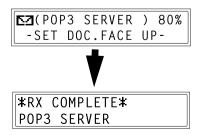
- If the IP address and POP3 server address are not yet specified, e-mail cannot be received. In addition, if the POP3 account and POP3 password are not correctly specified, a transmission error will occur. Refer to "1.6.3 Specifying E-mail Settings ("E-MAIL SETTING 1" Menu)" (p. 17).
- If a file with a format specific to a certain application is attached, the e-mail cannot be received.
- If the received e-mail is in a format that cannot be received, a result notification is forwarded to the administrator. Refer to "To set the address where results are sent" (p. 24).

2.5.2 Automatic Reception

If the machine is set to automatically check with the POP3 server for e-mails received by Internet fax at a fixed interval, e-mails are automatically received with any operations being performed. Refer to "To set the "AUTO RECEPTION" function" (p. 23).

If the machine is not set to automatically receive e-mails, the e-mail must be received manually. Refer to "2.5.3 Manual Reception" (p. 42).

Screen during automatic reception



2.5.3 Manual Reception

If the machine is not set to automatically receive e-mails or if you wish to receive e-mails immediately, the e-mail must be received manually.

To receive e-mails manually

1. Press the [Fax] key.

The machine enters Fax mode, and the fax screen appears.



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2. Press the [Function] key.





3. From the 10-key pad, press the [0] key. Otherwise, press the [Function] key 10 times to select "0 INTERNET FAX RX", and then press the [Yes] key.

FUNCTION SEL.O-9/or FUNCTION

O INTERNET FAX RX

4. Press the [Yes] key.

The machine checks for e-mails received from the POP3 server, then begins printing them if any are received.

After checking for received e-mails and printing them, the fax screen appears again.

RECEIVE E-MAIL? OK=YES

3 Network Scanning

The procedures for sending scan data in Scan mode and for uploading scan data to an FTP server are described below.

Note

- For information on documents that can be used and the scanning area of the image, refer to the User Manuals for the Di152f/Di183f or the FX-1 Fax unit for the Di152/Di183.
- Network scanning is not possible for approximately three minutes after the machine is turned on.

3.1 Sending by E-mail (Scan to E-mail)

Tip

- Network scanned e-mails are sent with the help of a mail server; they
 are not sent directly to the recipient. In addition, as soon as
 transmission with the server is finished correctly, the transmission is
 considered complete.
- In order to use network scanning, settings such as the IP address, SMTP server address and e-mail address must be set in advance.
- With the "200 x 200 dpi" resolution setting and "MH" compression encoding method setting, approximately 100 Letter or A4-size document pages can be scanned at one time (approximately 260 pages if the optional "8 MB Memory for Fax" is installed).
- To stop scanning, press the [Stop] key.
- If the transmission could not be completed correctly, a transmission result report is printed.
- To cancel the transmission of scan data that is queued, select "CANCEL RESERV." with the [Function] key. (p. 39)

3.1.1 Using the Automatic Document Feeder

Note

- For details on entering text, such as the e-mail address and subject, refer to "1.5 Entering Text" (p. 9).
- 1. Press the [Scan] key.

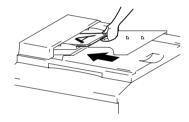
The machine enters Scan mode, and the scan screen appears.



SCAN TO E-MAIL/FILE -SET DOC.FACE UP-

- 2. Load the document to be scanned into the Automatic Document Feeder
 - Adjust the Document Guide Plates to fit the size of the document.
 - Load the document with the side to be scanned facing up.
- 3. Press the [Mail] key.

The [Mail] key lights up, and an email address can be entered.







T0=

4. Enter the e-mail address of the recipient, and then press the [Yes] key.

TO=bbb@bbbbb.com OK=YES (SEND=START)

- The e-mail address of a previously programmed recipient can also be specified. Refer to "2.2.2 Specifying the Recipient" (p. 30).
- If settings such as the subject, cc recipient and resolution are not to be specified, press the [Start] key, instead of pressing the [Yes] key.

5. Enter the subject ("SUBJ."), and then press the [Yes] key.

SUBJ.=Scan data from OK=YES (SEND=START)

6. Specify the e-mail address of the recipient that you wish to send a copy (cc) to, and then press the [Yes] key.

CC 001=eee@aaaaa.com 0K=YES (SEND=START)

• The e-mail address of a previously programmed recipient can also be specified. Refer to "2.2.2 Specifying the Recipient" (p. 30).

NEXT CC ADDRESS? YES/NO (SEND=START)

7. If you wish to send a cc to multiple recipients, press the [Yes] key, and then specify the other recipients. Repeat steps 6 and 7 until all of the recipients are specified.

cc recipients, press the [No] key.

Using the ◀ and ▶ keys, select the

When you are finished specifying the

8. Using the ◀ and ▶ keys, select the desired resolution (200 × 200 dpi, 300 × 300 dpi or 600 × 600 dpi), and then press the [Yes] key.

*****200×200 300×300► 0K=YES (SETTING=**T**)

• To specify detailed Scan mode settings, press the ▼ key.

For details on changing the settings, refer to "To change the Scan mode settings" (p. 48).

9. Using the ◀ and ▶ keys, select "ADF"

*ADF(AUTO) BOOK(LT□)
SEND=START (SIZE=▼)

 To change the scanning size, press the ▼ key.

For details on changing the setting, refer to "To change the scanning size" (p. 49).

10. Press the [Start] key to begin scanning and transmitting.

3.1.2 Positioning Documents on the Original Glass

1. Press the [Scan] key.

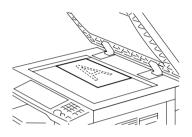
The machine enters Scan mode, and the scan screen appears.



SCAN TO E-MAIL/FILE -SET DOC.FACE UP-

- 2. Lift open the Original Cover, and then position the document to be scanned on the Original Glass.
 - Position the document with the side to be scanned facing down.
 - Align the document on the scales above and to the left of the original glass.
- 3. Press the [Mail] key.

The [Mail] key lights up, and an email address can be entered.



Mail



T0=

- 4. Enter the e-mail address of the recipient, and then press the [Yes] key.
 - The e-mail address of a previously programmed recipient can also be specified. Refer to "2.2.2 Specifying the Recipient" (p. 30).

TO-bbb@bbbbb.com OK-YES (SEND-START)

• If settings such as the subject, cc recipient and resolution are not to be specified, press the [Start] key, instead of pressing the [Yes] key. (Skip to step 8.)

Enter the subject ("SUBJ."), and then 5 press the [Yes] key.

SUBJ.=Scan data from OK=YES (SEND=START)

Enter the e-mail address of the recipi-6. ent that you wish to send a copy (cc) to, and then press the [Yes] key.

CC 001=eee@aaaaa.com OK=YES (SEND=START)

• The e-mail address of a previously programmed recipient can also be specified. Refer to "2.2.2 Specifying the Recipient" (p. 30).

> NEXT CC ADDRESS? YES/NO (SEND=START)

If you wish to send a cc to multiple 7. recipients, press the [Yes] key, and then specify the other recipients. Repeat steps 6 and 7 until all of the recipients are specified.

8.

*200x200 300x300► (SETTING=**T**) 0K=YES

When you are finished specifying the cc recipients, press the [No] key.

Using the ◀ and ▶ keys, select the

desired resolution (200 × 200 dpi, 300

 \times 300 dpi or 600 \times 600 dpi), and then

• To specify detailed Scan mode settings, press the ∇ key. For details on changing the settings. refer to "To change the Scan mode settings" (p. 48).

9. Using the ◀ and ▶ keys, select "BOOK".

press the [Yes] key.

• To change the scanning size, press the **v** key.

For details on changing the setting, refer to "To change the scanning size" (p. 49).

10. Press the [Yes] key to scan the page.

*ADF(AUTO) BOOK(LT□) SEND=START (SIZE=▼)

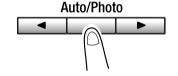
11. If the document to be faxed contains multiple pages, position the next page of the document on the Original Glass when the screen shown at the right appears, and then press the [Yes] key.

- Repeat step 11 until all pages of the document have been scanned.
- 12. Press the [Start] key to begin transmitting.

To change the Scan mode settings

From the screen allowing you to select the resolution, you can change various Scan mode settings. If you do not wish to change the settings, documents will be transmitted from Scan mode with the manufacturer's default settings or with the settings specified using the Utility mode.

- From the screen allowing you to select a resolution, press the ▼ key.
 A screen appears, allowing the scanning resolution to be specified.
- *200×200 300×300► 0K=YES (SETTING=**T**)
- Press the [Auto/Photo] key to select between the "[A]" (AUTO), "PHOTO" and "TEXT" settings.
 - The current setting appears on the left side of the screen.





- 3. If the "PHOTO" or "TEXT" setting was selected, use the ◀ and ▶ keys to adjust the density level.
- To specify another setting, press the
 ▼ key. (Continue with step 5.)
 To finish setting the Scan mode, press
 the [Start] key.
- 5. Using the ◀ and ▶ keys, select the format (either "TIFF" or "PDF") for the data that will be attached to e-mail.





- 6. To specify another setting, press the ▼ key. (Continue with step 7.) To finish setting the Scan mode, press the [Start] key.
- Using the

 and
 keys, select the compression encoding method ("MH", "MR" or "MMR").



8. Press the [Start] key to return to the scan screen.

A screen appears, allowing you to select the document mode.

To change the scanning size

From the screen allowing you to select the document mode, you can change the scanning size setting.

 From the screen allowing you to select the document mode (either "ADF" or "BOOK"), press the ▼ key.

*ADF(AUTO) BOOK(LT□) SEND=START (SIZE=▼)

- If "ADF" was selected, continue with step 2.
- If "BOOK" was selected, skip to step 3.



- If "AUTO" was selected, a screen appears, allowing you to select the document mode.
- If "MANUAL" was selected, skip to step 3.
- Using the ◀ and ▶ keys, select the scanning size, and then press the [Yes] key.



The screen allowing you to select the document mode appears.

If the memory becomes full while scanning documents

If the memory becomes full while a document is being scanned, the transmission is cancelled.

3.2 Uploading to an FTP Server (Scan to Server)

Tip

- In order to access an FTP server, certain settings such as the FTP server address must be set in advance. These settings can be specified using PageScope Light. (For details, refer to the PageScope Light for Di152f/Di183f Scanner User Manual.)
- In addition, a specified recipient can be notified by e-mail of the FTP server address that the data was uploaded to. This setting can be specified using PageScope Light. (For details, refer to the PageScope Light for Di152f/Di183f Scanner User Manual.)
- With the "200 x 200 dpi" resolution setting and "MH" compression encoding method setting, approximately 100 Letter or A4-size document pages can be scanned at one time (approximately 260 pages if the optional "8 MB Memory for Fax" is installed).
- · To stop scanning, press the [Stop] key.
- If the transmission could not be completed correctly, a transmission result report is printed.
- To cancel the transmission of scan data that is queued, select "CANCEL RESERV." with the [Function] key. (p. 39)

3.2.1 Using the Automatic Document Feeder

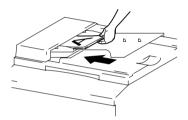
1. Press the [Scan] key.

The machine enters Scan mode, and the scan screen appears.



SCAN TO E-MAIL/FILE -SET DOC.FACE UP-

- 2. Load the document to be scanned into the Automatic Document Feeder.
 - Adjust the Document Guide Plates to fit the size of the document.
 - Load the document with the side to be scanned facing up.
- 3. Press the [Speed Dial] key, and then use the 10-key pad to enter the 3-digit speed dial number.
 - Specify a speed dial number between "101" and "110".
 - The FTP server can only be specified with a speed dial number. In addition, the speed dial numbers are programmed with the FTP server addresses using PageScope Light. For details, refer to the PageScope Light for Di152f/Di183f Scanner User Manual.





SPEED DIAL=101

- If you wish to change the entered FTP server address, press the [No] key, and then enter the correct address.
- If nothing is programmed in the specified speed dial number, an error message appears. Enter the correct speed dial number.

3 Network Scanning

- 4. Press the [Yes] key.
 - If settings such as the resolution are not to be specified, press the [Start] key, instead of pressing the [Yes] key.

TO=AAA CHICAGO OK=YES (SEND=START)

Using the ◀ and ▶ keys, select the desired resolution (200 x 200 dpi, 300 x 300 dpi or 600 x 600 dpi), and then press the [Yes] key.

*****200×200 300×300► 0K=YES (SETTING=**▼**)

- To specify detailed Scan mode settings, press the ▼ key.
 For details on changing the settings, refer to "To change the Scan mode settings" (p. 48).
- 6. Using the ◀ and ▶ keys, select "ADF", and then press the [Start] key.
 - To change the scanning size, press the ▼ key.
 For details on changing the setting, refer to "To change the scanning size" (p. 49).

*ADF(AUTO) BOOK(LT□) SEND=START (SIZE=▼)

7. Press the [Start] key to begin scanning, then connect to the FTP server and upload the scan data.

Tip

 In order to send to a specified recipient (only one) a notification of the FTP server address where the data was uploaded, set "E-mail Notification" when programming the speed dial number using PageScope Light. For details, refer to the PageScope Light for Di152f/ Di183f Scanner User Manual.

3.2.2 Positioning Documents on the Original Glass

1. Press the [Scan] key.

The machine enters Scan mode, and the scan screen appears.

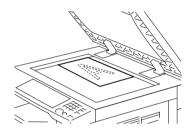


SCAN TO E-MAIL/FILE -SET DOC.FACE UP-

- 2. Lift open the Original Cover, and then position the document to be scanned on the Original Glass.
 - Position the document with the side to be scanned facing down.
 - Align the document on the scales above and to the left of the original glass.
- 3. Press the [Speed Dial] key, and then use the 10-key pad to enter the 3-digit speed dial number.
 - Specify a speed dial number between "101" and "110".
 - The FTP server can only be specified with a speed dial number.

 In addition, the speed dial numbers are programmed with the FTP server addresses using PageScope Light.

 For details, refer to the PageScope Light for Di152f/Di183f Scanner User Manual.
 - If you wish to change the entered FTP server address, press the [No] key, and then enter the correct address.
 - If nothing is programmed in the specified speed dial number, an error message appears. Enter the correct speed dial number.





SPEED DIAL=101

3 Network Scanning

- 4. Press the [Yes] key.
 - If settings such as the resolution are not to be specified, press the [Start] key, instead of pressing the [Yes] key.

TO=AAA CHICAGO OK=YES (SEND=START)

Using the ◀ and ▶ keys, select the desired resolution (200 x 200 dpi, 300 x 300 dpi or 600 x 600 dpi), and then press the [Yes] key.

*****200×200 300×300► 0K=YES (SETTING=**▼**)

- To specify detailed Scan mode settings, press the ▼ key.
 For details on changing the settings, refer to "To change the Scan mode settings" (p. 48).
- 6. Using the ◀ and ▶ keys, select "BOOK".
 - To change the scanning size, press the ▼ key.
 For details on changing the setting, refer to "To change the scanning size" (p. 49).

ADF(AUTO)*BOOK(LT =)
SCAN=YES (SIZE= T)

- 7. Press the [Yes] key to scan the page.
- If the document to be faxed contains multiple pages, position the next page of the document on the Original Glass when the screen shown at the right appears, and then press the [Yes] key.

NEXT PAGE?(LT=) 1 1 SCAN=YES (TX=START)

- Repeat step 8 until all pages of the document have been scanned.
- 9. Press the [Start] key to connect to the FTP server and begin uploading.

Tip

 In order to send to a specified recipient (only one) a notification of the FTP server address where the data was uploaded, set "E-mail Notification" when programming the speed dial number using PageScope Light. For details, refer to the PageScope Light for Di152f/ Di183f Scanner User Manual.

4 Utility Mode Settings

4.1 Programming Scan Settings ("SCAN SET-TING" Menu)

From the "SCAN SETTING" menu, the default settings for the resolution, data format and compression encoding method during scanning and transmission with network scanning can be changed.

4.1.1 Setting the "RESOLUTION" Function

- 1. Press the [Utility] key.
- Using the ▲ and ▼ keys, select "SCAN SETTING".



3. Press the [1] key from the 10-key pad to select "RESOLUTION".



4. Using the ◀ and ▶ keys, select the desired resolution (200 × 200 dpi, 300 × 300 dpi or 600 × 600 dpi), and then press the [Yes] key.



The "SCAN SETTING" menu appears again.

4.1.2 Setting the "IMAGE FORMAT" function

- 1. Press the [Utility] key.
- Using the ▲ and ▼ keys, select "SCAN SETTING".



3. Press the [2] key from the 10-key pad to select "IMAGE FORMAT".

2 IMAGE FORMAT

4 Utility Mode Settings

Using the ◀ and ▶ keys, select the data format (either "TIFF" or "PDF"), and then press the [Yes] key.
 The "SCAN SETTING" menu appears again.



4.1.3 Setting the Compression Encoding Method ("CODING METHOD" Function)

- 1. Press the [Utility] key.
- Using the ▲ and ▼ keys, select "SCAN SETTING".
- SCAN SETTING?

 OK=YES / or 1-3
- 3. Press the [5] key from the 10-key pad to select "CODING METHOD".
- 3 CODING METHOD
- Using the ◀ and ▶ keys, select the compression encoding method
 ("MH", "MR" or "MMR"), and then press the [Yes] key.

The "SCAN SETTING" menu appears again.



4.2 Programming E-mail Addresses

The procedures for programming one-touch dial keys and speed dial numbers with e-mail addresses are described below.

Note

For details on changing or deleting programmed e-mail addresses, refer to the User Manuals for the Di152f/Di183f or the FX-1 Fax unit for the Di152/Di183.

4.2.1 Programming One-Touch Dial Keys

- 1 Press the [Utility] key.
- 2. Press the ▼ key 6 times to select "FAX REGISTRATION".

FAX REGISTRATION? OK=YES / or 1-7

3. Press the [1] key from the 10-key pad to select "ONE-TOUCH DIAL".

ONE-TOUCH DIAL

a=bbb@bbbbb.com

4. Press the one-touch dial key that you wish to program.

-SELECT REGIST.KEY-

- Enter the e-mail address of the recipi-5. ent.
 - For details on entering text, refer to "1.5 Entering Text" (p. 9).
- 0K=YES
 - The e-mail address can contain a maximum of 64 characters.
 - If only numbers are entered, it will be regarded as a fax number.
- 6. Press the [Yes] key.
 - For details on entering text, refer to "1.5 Entering Text" (p. 9).
 - If the e-mail address does not contain "@", the [Yes] key cannot be pressed.

4 Utility Mode Settings

- 7. Enter the name of the programmed e-mail address.
 - For details on entering text, refer to "1.5 Entering Text" (p. 9).

• Text up to 20 characters long can be entered for the name.

NAME=AAA NEW YORK_ OK=YES

- 8. Press the [Yes] key.
 - The settings are registered. To program another one-touch dial key, repeat steps 4 through 8.
- 9. Press the [No] key to finish programming.

The "FAX REGISTRATION" menu appears again.

-SELECT REGIST.KEY-(COMPLETE=NO)

4.2.2 Programming Speed Dial Numbers

- 1. Press the [Utility] key.
- 2. Press the ▼ key 6 times to select "FAX REGISTRATION".

FAX REGISTRATION?
OK=YES / or 1-7

3. Press the [2] key from the 10-key pad to select "SPEED DIAL".

2 SPEED DIAL

4. Using the 10-key pad, enter the 3-digit speed dial number (ex. 011) that you wish to program.

SPEED DIAL=011

5. Enter the e-mail address of the recipient

entering text, refer to

- For details on entering text, refer to "1.5 Entering Text" (p. 9).
- The e-mail address can contain a maximum of 64 characters.
- If only numbers are entered, it will be regarded as a fax number.

- 6. Press the [Yes] key.
 - If the e-mail address does not contain "@", the [Yes] key cannot be pressed.
- Enter the name of the programmed email address.
- NAME=AAA BOSTON_ OK=YES
- For details on entering text, refer to "1.5 Entering Text" (p. 9).
- Text up to 20 characters long can be entered for the name.
- 8. Press the [Yes] key.
 - The settings are registered. To program another speed dial number, repeat steps 4 through 8.
- 9. Press the [No] key to finish programming.

The "FAX REGISTRATION" menu appears again.

SPEED DIAL=_ (COMPLETE=NO)

4.2.3 Programming Group Dialing

- 1. Press the [Utility] key.
- 2. Press the ▼ key 6 times to select "FAX REGISTRATION".

FAX REGISTRATION? ▲
OK=YES / or 1-7

3. Press the [3] key from the 10-key pad to select "GROUP DIAL".

3 GROUP DIAL

4. Press the one-touch dial key that you wish to program.

-SELECT REGIST.KEY-

4 Utility Mode Settings

- 5. Enter the name of the group, and then press the [Yes] key.
- GROUP NAME=1_ OK=YES (DEL=NO)
- For details on entering text, refer to "1.5 Entering Text" (p. 9).
- Text up to 20 characters long can be entered for the name of the group.
- 6. By using the one-touch dial keys or the speed dial numbers, or by entering the dialing information directly, specify the recipients.

NO.001=0NE-TOUCH 01

Tip

- To cancel the current selection, press the [No] key, and then specify the correct recipient.
- 7. Press the [Yes] key, and then specify another recipient.

NAME=AAA NEW YORK_ OK=YES

- Repeat steps 6 and 7 until all recipients have been specified.
- A maximum of 50 different recipients can be specified as one group.
- While specifying recipients using group dialing, a one-touch dial key programmed with a group can be specified. In that case, the number of recipients programmed in the specified one-touch dial key (group dial key) is added.
- 8. When you are finished specifying recipients, press the [Start] key.
- NO.005=_ (Fin.=START)
- The settings are registered. To program another group, repeat steps 4 through 8.
- 9. Press the [No] key to finish programming.

The "FAX REGISTRATION" menu appears again.

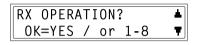
-SELECT REGIST.KEY-(COMPLETE=NO)

4.3 Specifying the "FORWARD" Function

You can set up the machine to forward any received faxes to other fax machines and internet fax terminals (e-mails). You cannot forward any received Internet faxes (e-mails).

To set the "FORWARD" function

- 1. Press the [Utility] key.
- Press the ▼ key 8 times to select "RX OPERATION".



3. Press the [6] key from the keypad to select "FORWARD".



 Using the ◀ and ▶ keys, select "ON", "ON(PRINT)" or "OFF", and then press the [Yes] key.



- If "ON" or "ON(PRINT)" was selected, a screen appears, allowing you to specify the forwarding location. (Continue with step 5.)
- If "OFF" was selected, the "RX OPERATION" menu appears again.

Tip

- If the "FORWARD" function is set to "ON(PRINT)", this machine
 prints the received document at the same time that it forwards it.
- 5. Enter the e-mail address or fax number of the recipient by using the one-touch dial keys or the speed dial numbers or by entering it directly.

Tip

- If the e-mail address is entered directly, press the [Mail] key after entering the address. For details on entering text, refer to "1.5 Entering Text" (p. 9).
- 6. Press the [Yes] key.

The "RX OPERATION" menu appears again.

4.4 Specifying E-mail Settings ("E-MAIL SETTING 1" and "E-MAIL SETTING 2" Menus)

For details on specifying the functions available on the "E-MAIL SETTING 1" and "E-MAIL SETTING 2" menus, refer to "1.6.3 Specifying E-mail Settings ("E-MAIL SETTING 1" Menu)" (p. 17).

4.5 Specifying Network Settings ("NETWORK (FAX/SCAN)" Menu)

For details on specifying the functions available on the "NETWORK(FAX/SCAN)" menu, refer to "1.6.2 Specifying Network Settings ("NETWORK(FAX/SCAN)" Menu)" (p. 14).

5 Checking the Transmission/Reception Result

The transmission result information for a maximum of 60 sent and received e-mails, including sent and received faxes, is saved.

This machine is set to automatically print the report each time it reaches a total of 60 transmissions.

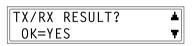
In addition, the transmission report can be viewed or printed by pressing the [Confirm] key.

5.1 Checking the Transmission Result

1. Press the [Confirm] key.



- 2. Press the [Yes] key.
- Using the ▲ and ▼ keys, display the desired transmission results to check them.
 - In the transmission result screen, "TX" indicates sent faxes/Internet faxes, and "RX" indicates received ones.
 - If the [No] key is pressed twice while the transmission results are displayed, the main screen appears.
 - If the [Start] key is pressed, the transmission result report is printed. After the transmission result report is printed, the main screen appears.







6 Error Messages

6.1 Main Error Messages and Their Remedies

Message	Cause	Remedy
COMM.ERROR XXXX SERVER	Communication is not possible because of some problem in the machine or the condition of the network or server.	Check the transmission results. Consult with the network administrator.
CANNOT CONNECT XXXX SERVER	A connection to the server cannot be established.	Check that the Ethernet cable is correctly connected. (p. 4) Check the "E-MAIL SETTING 1", "E-MAIL SETTING 2" and "NETWORK(FAX/ SCAN)" settings. (p. 12) Consult with the network administrator.
CANNOT GET IP XXXX SERVER	The IP address could not be assigned by the DNS or DHCP server.	Consult with the network administrator.
DISCONNECT XXXX SERVER	The connection to the server was cut.	Consult with the network administrator.
WRONG PASSWORD XXXX SERVER	The password is incorrect, so the machine could not log onto the server.	For a POP3 server, check the "E-MAIL SETTING 2" setting. (p. 22) Consult with the network administrator.
RECEIVE WRONG DATA	An e-mail that cannot be printed by this machine was received. (For a file attachment in a format other than TIFF-F)	Ask the sender to send a TIFF-F file or text in the correct format.
MEM.FULL/RX CANCEL	The memory has become full while receiving email.	Retrieve all received faxes stored in the memory.
SERVER MEMORY FULL SMTP SERVER	The memory of the SMTP server has become full while sending an e-mail.	Consult with the network administrator.

Message	Cause	Remedy
MACHINE TROUBLE (Flashing alternately) (C####)	Some problem occurred in the machine.	Turn the machine off, then on again. If the error is still displayed, contact your service representative.

7 Appendix

7.1 Specifications

Internet Faxing

Transmission protocol	E-mail transmission: SMTP, TCP/IP E-mail reception: POP3, TCP/IP
Resolution	Transmission: 203 × 98 dpi, 203 × 196 dpi, 408 × 392 dpi Reception: 203 × 98 dpi, 203 × 196 dpi, 408 × 392 dpi, 200 × 100 dpi, 200 × 200 dpi
Data format	E-mail format: MIME Attached file format: TIFF-F
Coding method	Transmission: MH Reception: MH, MR, MMR, JBIG
Network	Ethernet LAN (10BASE-T, 100BASE-TX connections)

Network Scanning

Transmission protocol	E-mail transmission: SMTP, TCP/IP FTP transmission: FTP, TCP/IP
Resolution	200 × 200 dpi, 300 × 300 dpi, 600 × 600 dpi
Data format	E-mail format: MIME Attached file format: TIFF-F, PDF
Coding method	MH, MR, MMR
Network	Ethernet LAN (10BASE-T, 100BASE-TX connections)



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