

Setting Up Your MX420 In Default Mode (Tel Priority Mode) With An Answering Machine

Connecting The Phone Lines

Connecting Your Phone/Answering Machine

Is your answering machine built into your phone?

YES

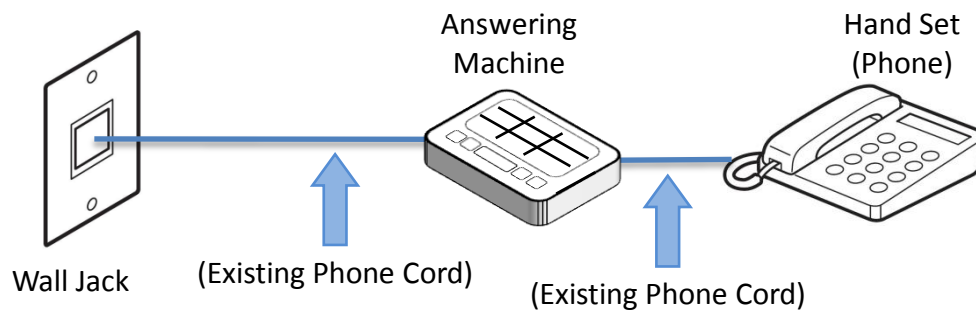
[Click Here](#) or [Go To Page 12](#)

NO

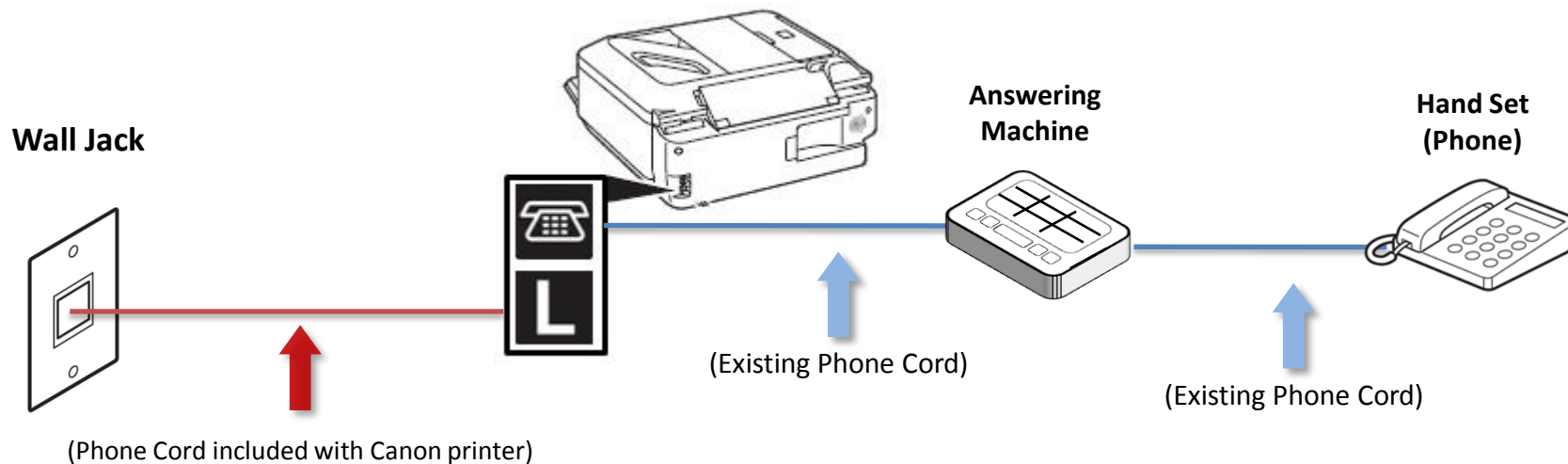
Click the Next Button

Fax to Phone Line Connection

Before



After



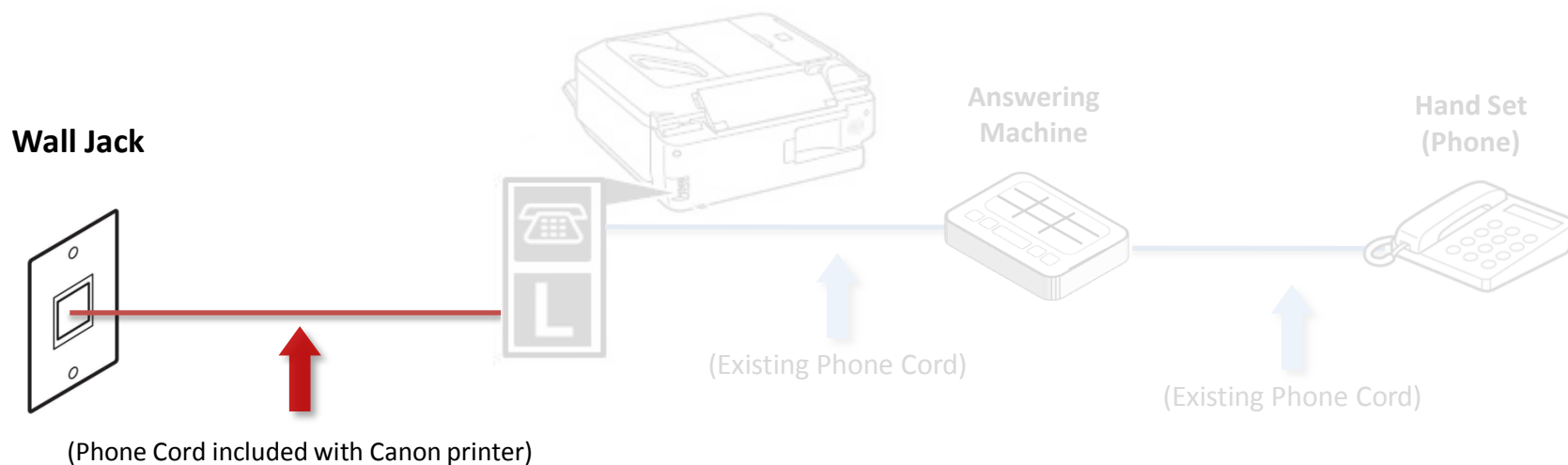
Previous

Next



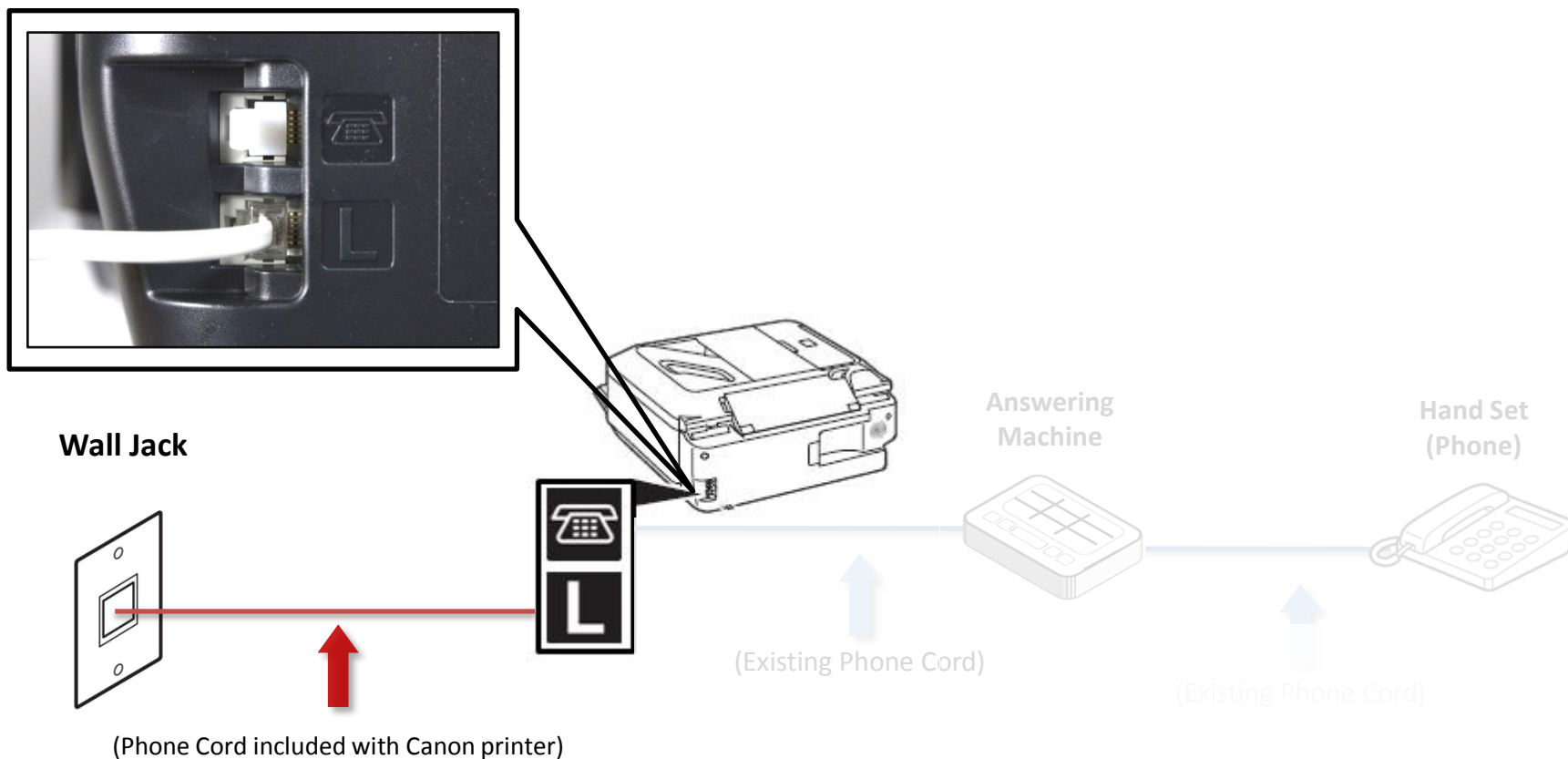
Fax to Phone Line Connection

- Plug the provided phone cord into the wall jack



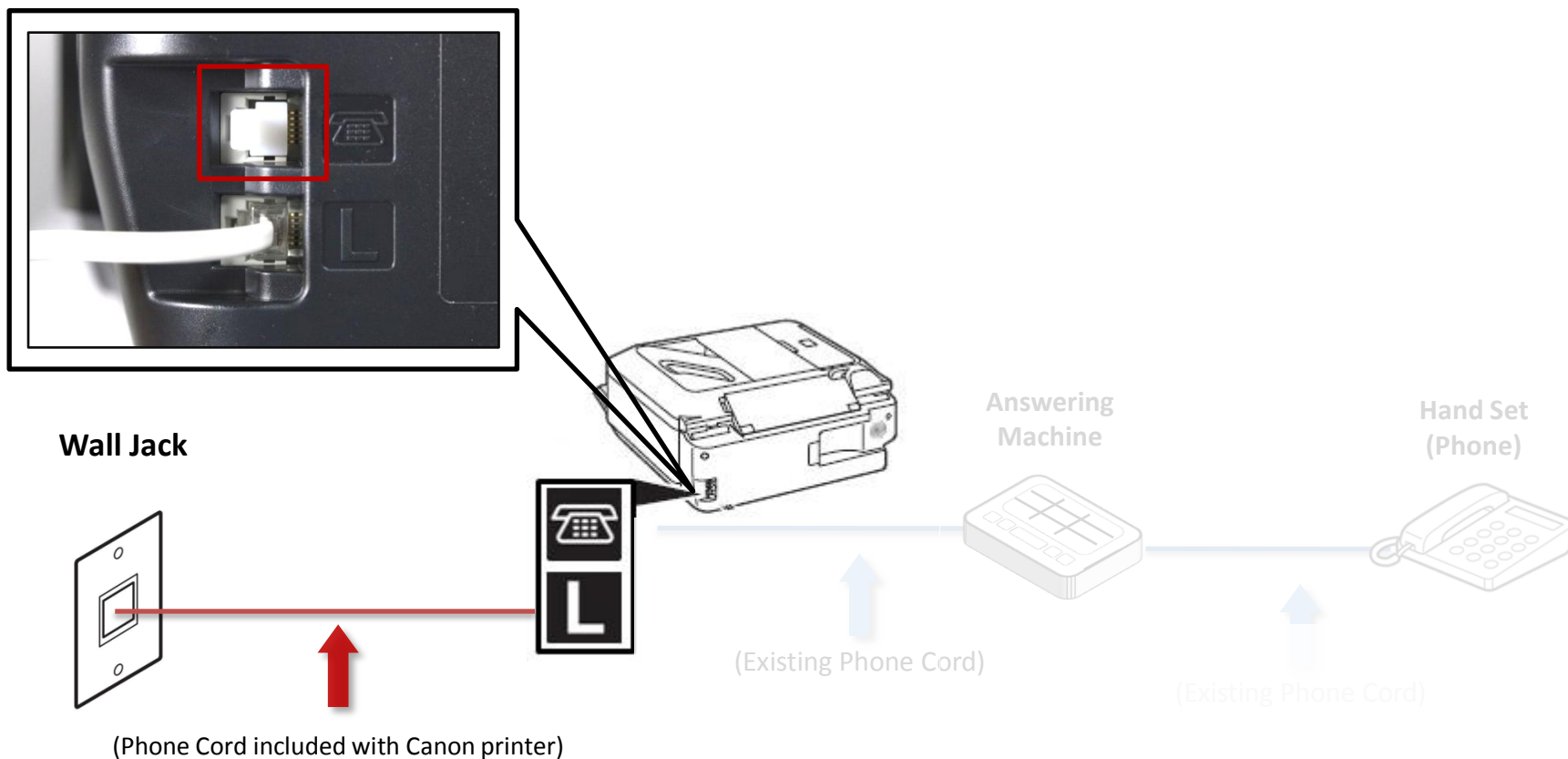
Fax to Phone Line Connection

- Plug the provided phone cord into the “L” jack located on the rear of the multifunction



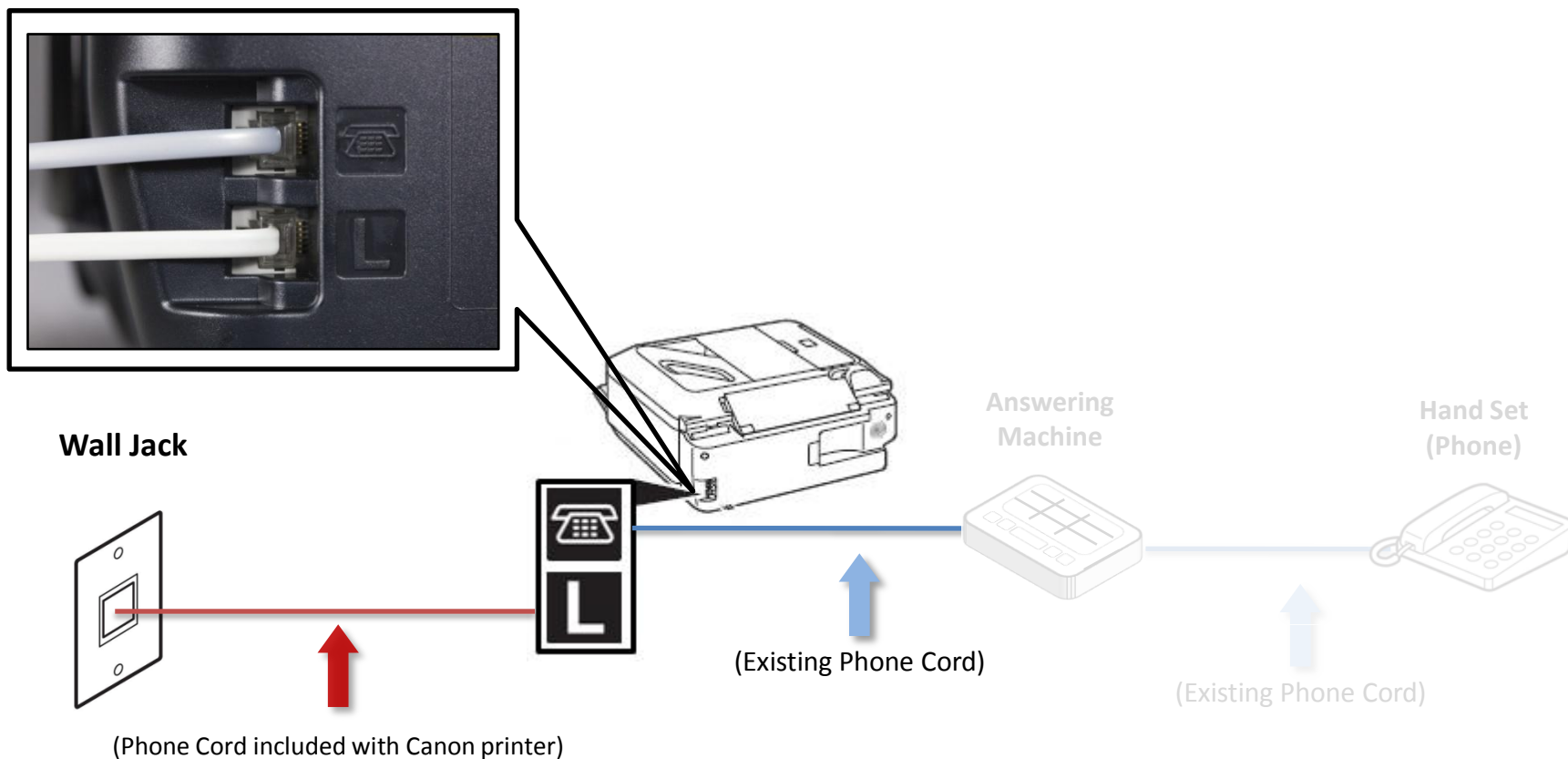
Fax to Phone Line Connection

- Remove the white plug (D) from the upper jack



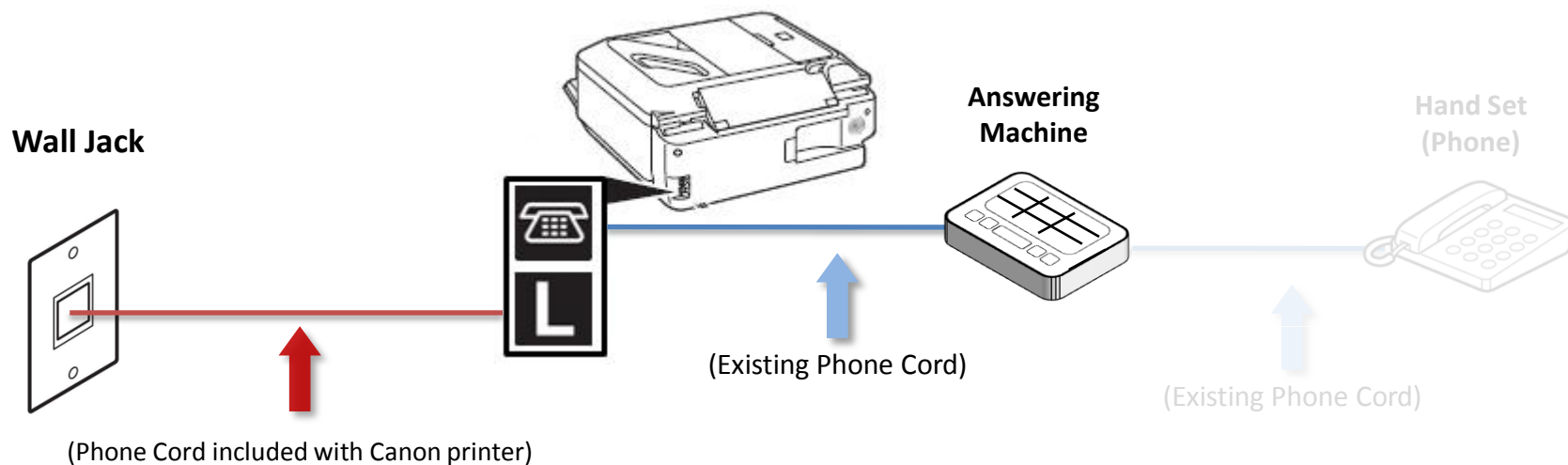
Fax to Phone Line Connection

- Plug the second phone cord into “telephone” jack located on the rear of the multifunction



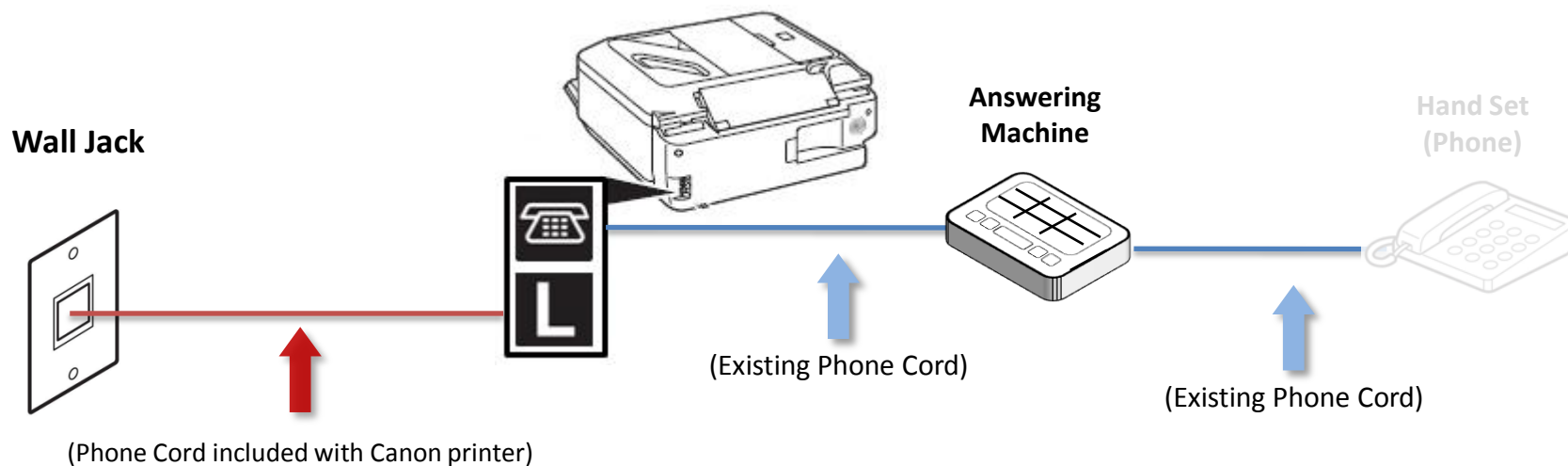
Fax to Phone Line Connection

- Plug the second phone cord into the answering machine



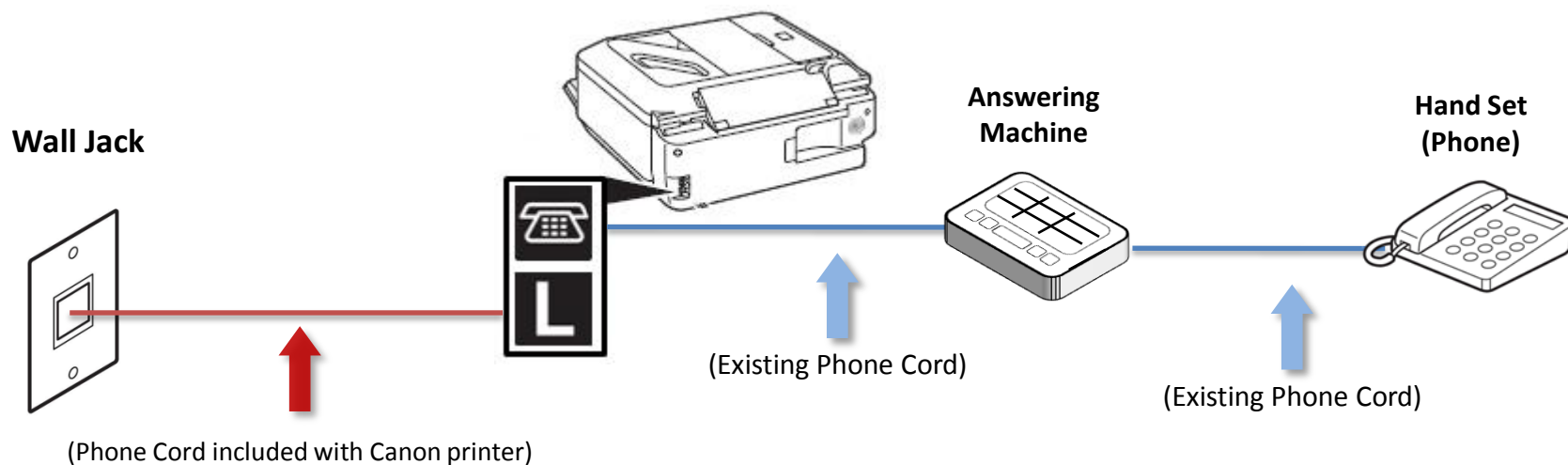
Fax to Phone Line Connection

- Plug the third phone cord into the answering machine



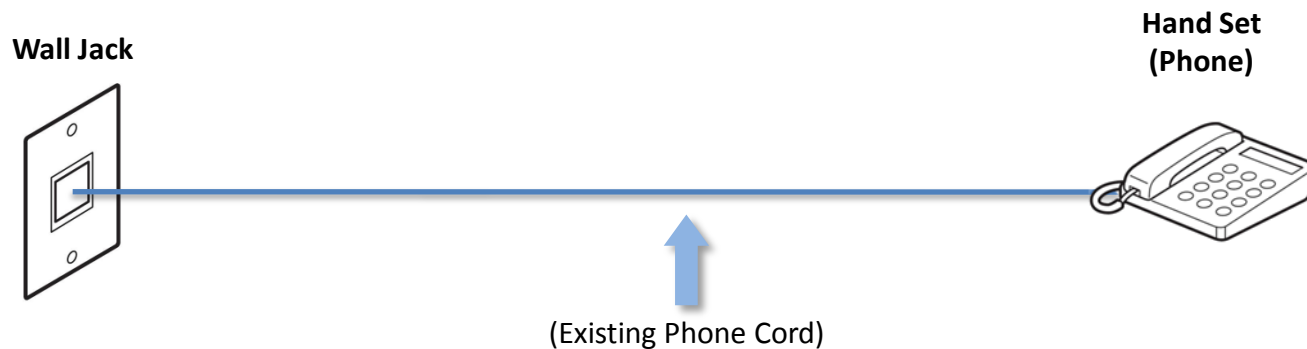
Fax to Phone Line Connection

- Plug the third phone cord into the phone

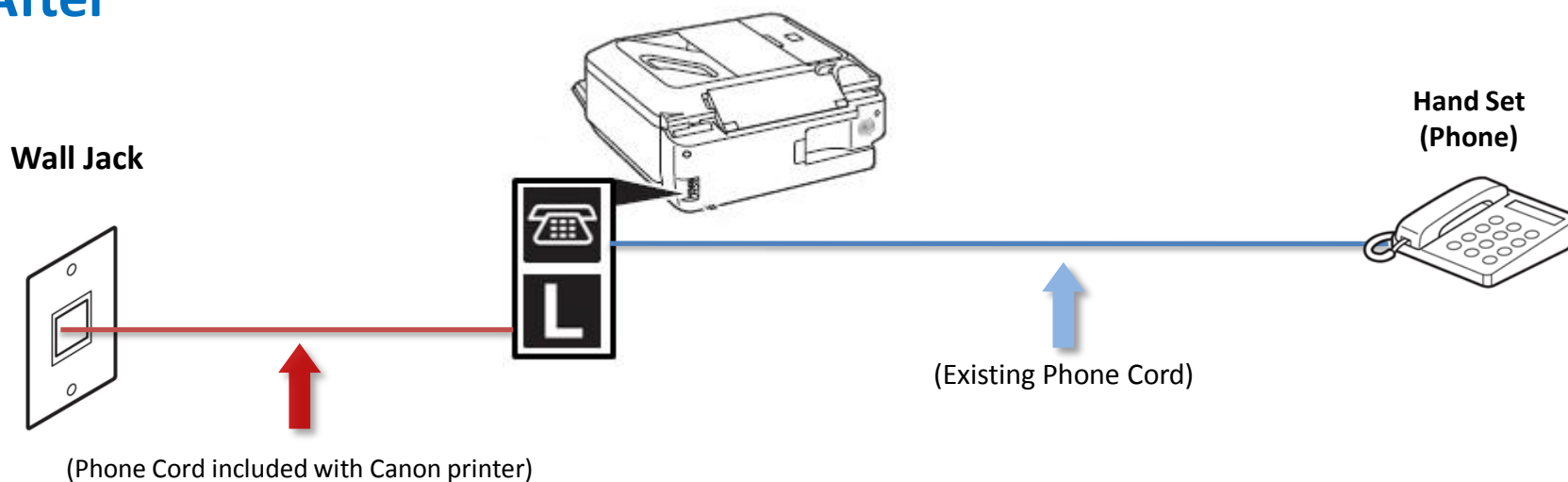


Fax to Phone Line Connection

Before



After



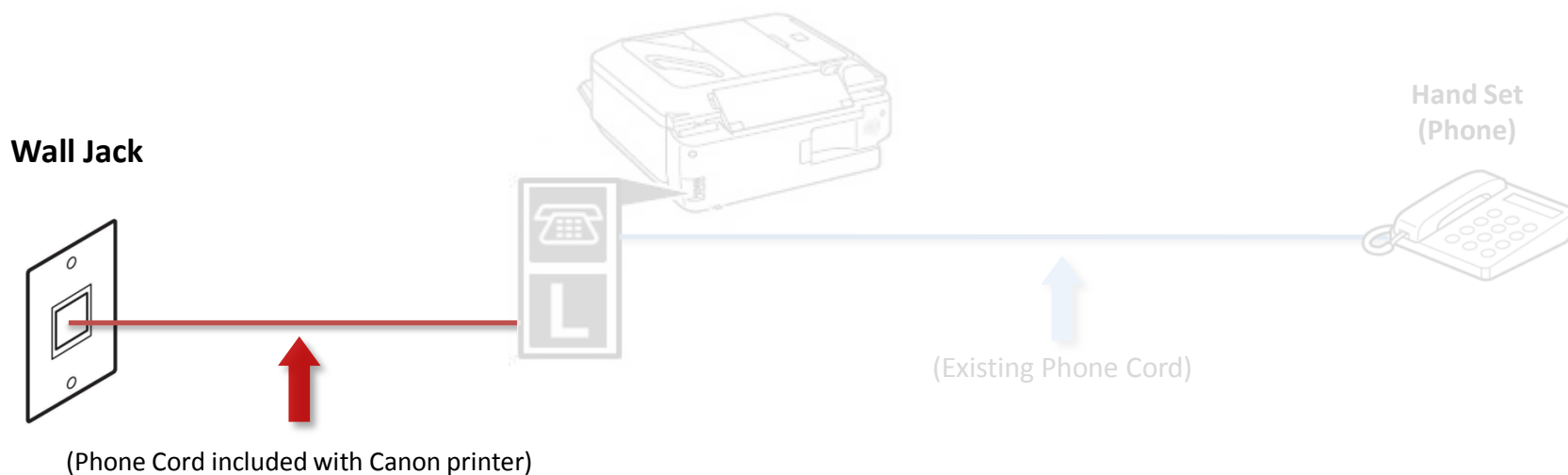
Previous

Next



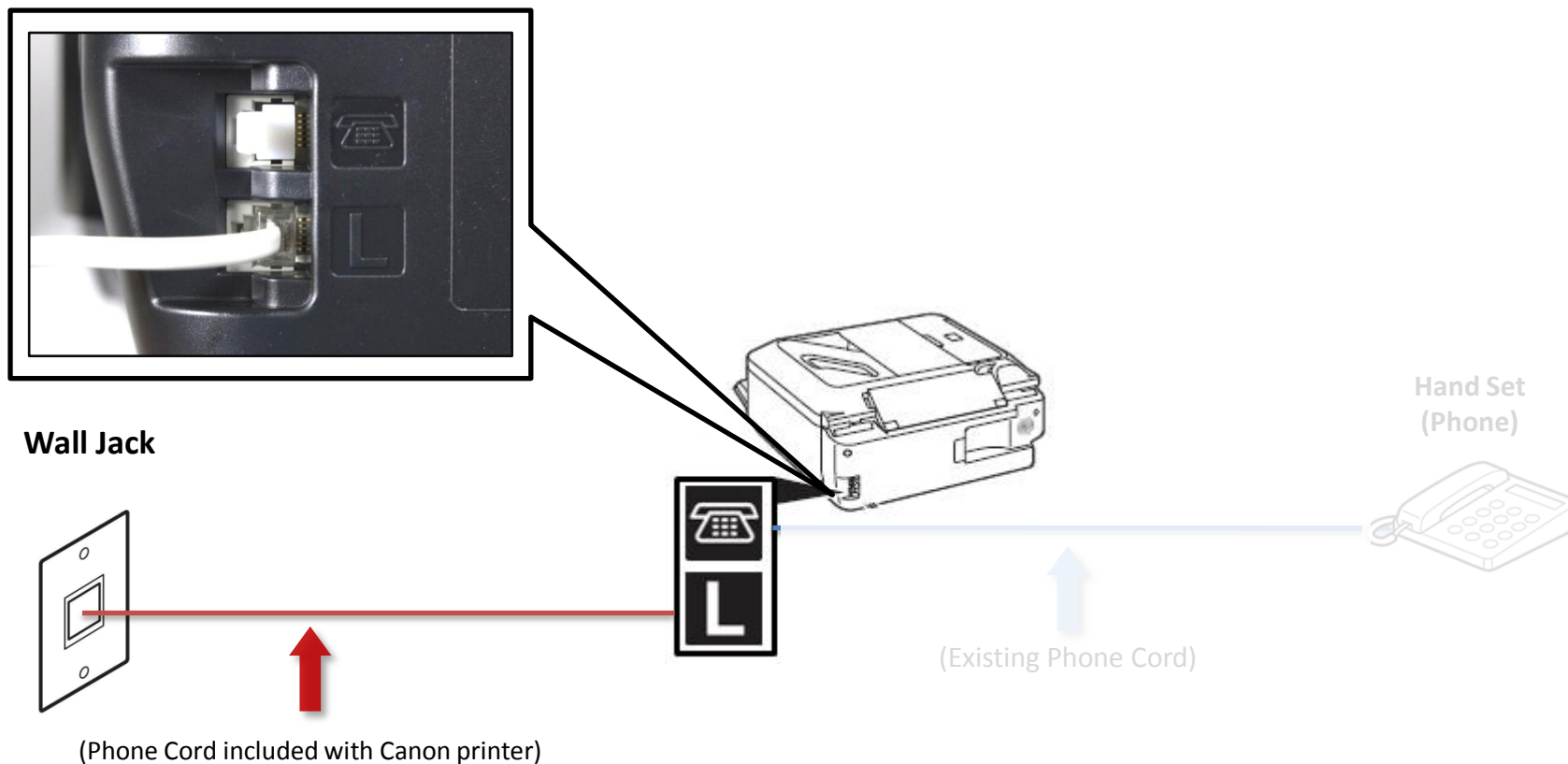
Fax to Phone Line Connection

- Plug the provided phone cord into the wall jack



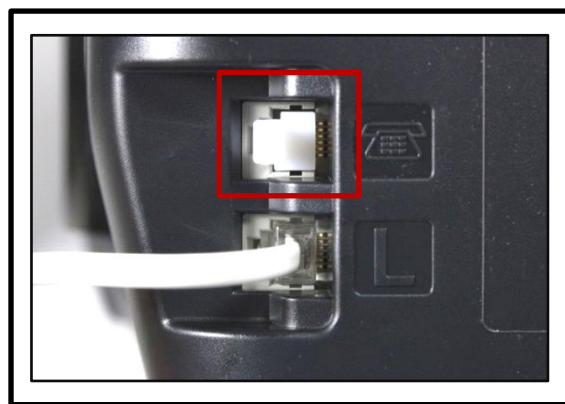
Fax to Phone Line Connection

- Plug the provided phone cord into the “L” jack located on the rear of the multifunction



Fax to Phone Line Connection

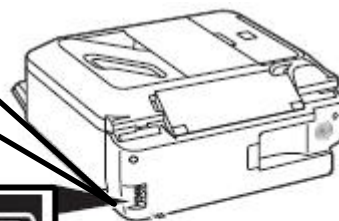
- Remove the white plug (D) from the upper jack.



Wall Jack



(Phone Cord included with Canon printer)



(Existing Phone Cord)

Hand Set
(Phone)



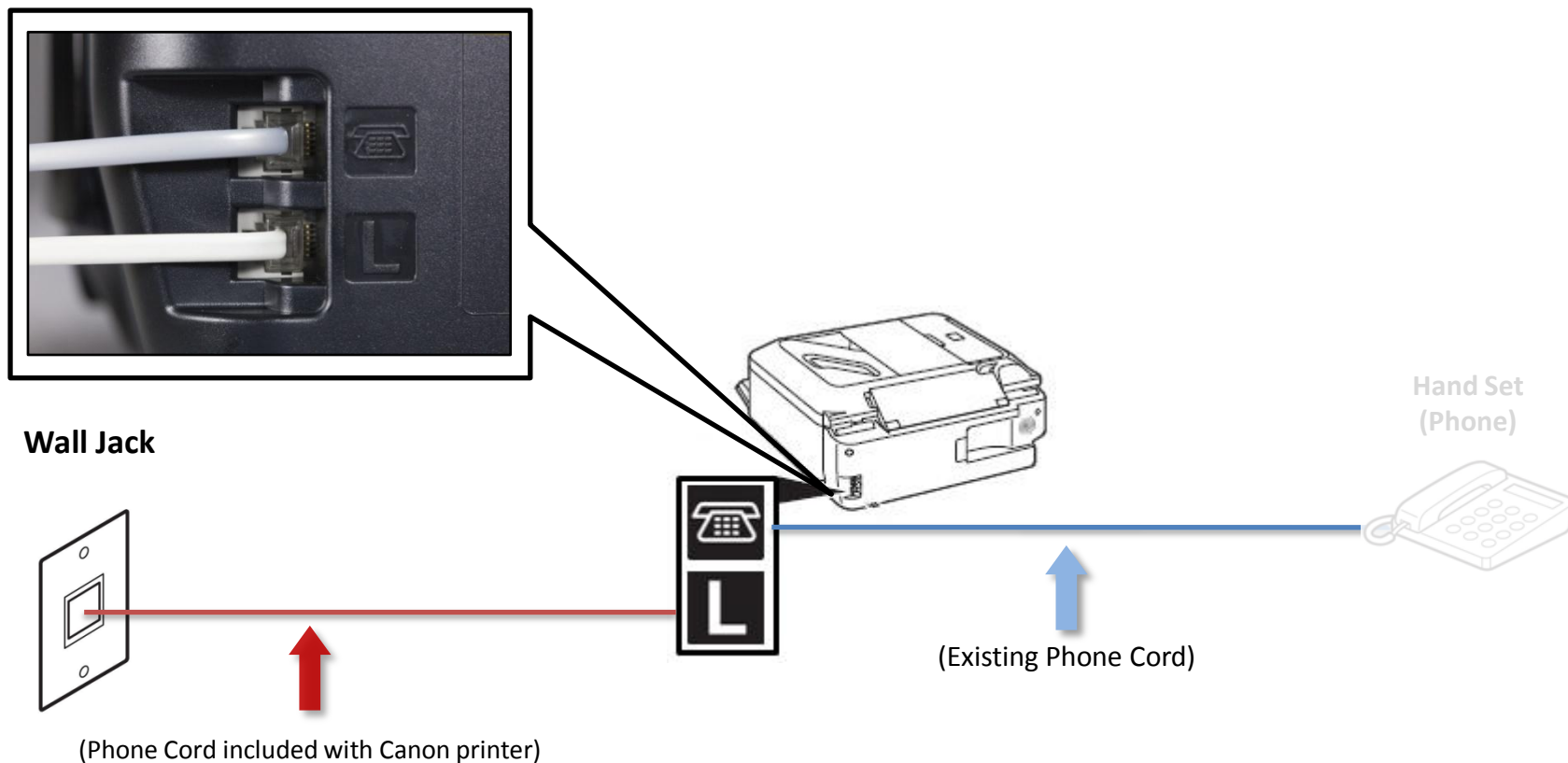
Previous

Next



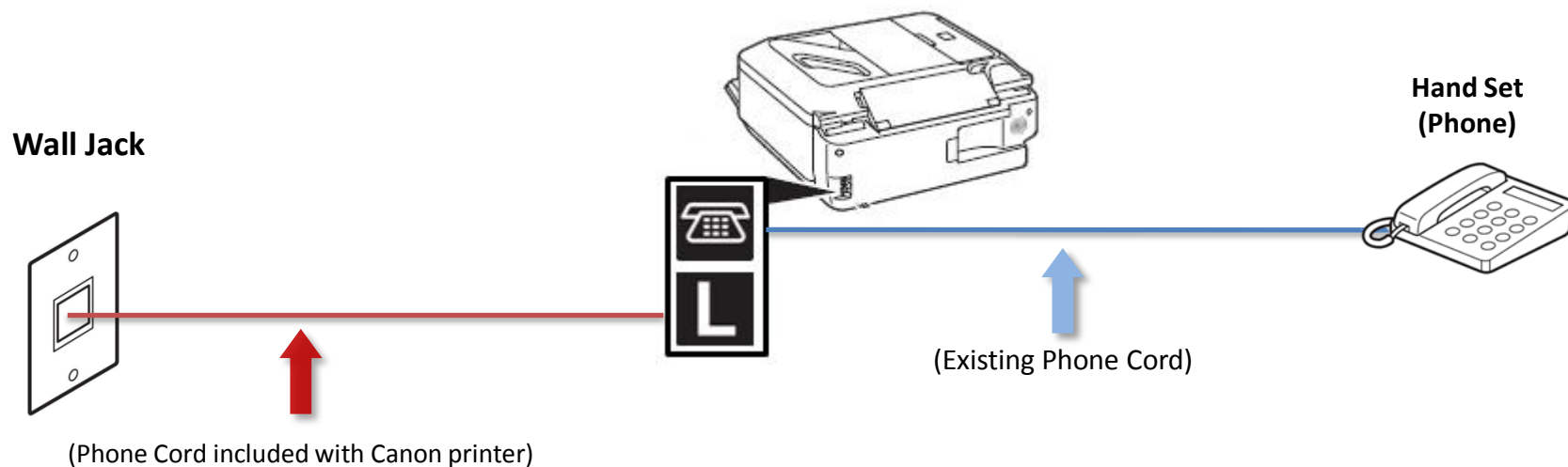
Fax to Phone Line Connection

- Plug the second phone cord into the “telephone” jack located on the rear of the multifunction



Fax to Phone Line Connection

- Plug the second phone cord into the phone





Setting Up The Receive Mode



Return To “Connecting Your Phone/Answering Machine”

Next



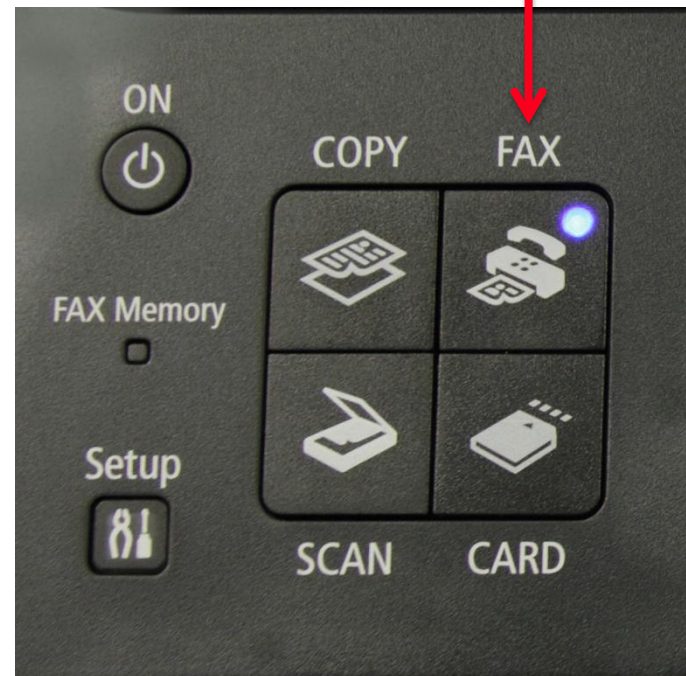
Step 1

Turn on the MX420 by pressing the **ON** button.



Step 2

Press the **FAX** button.



Step 3

The fax standby screen will appear.



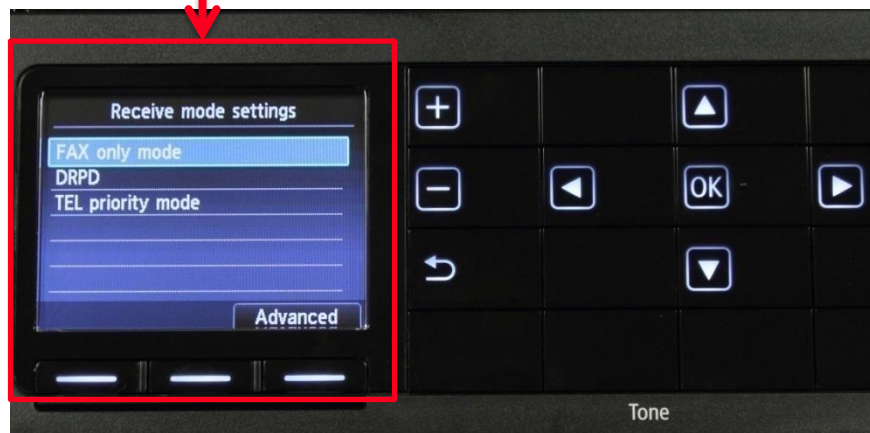
Step 4

Press the center **FUNCTION** button.



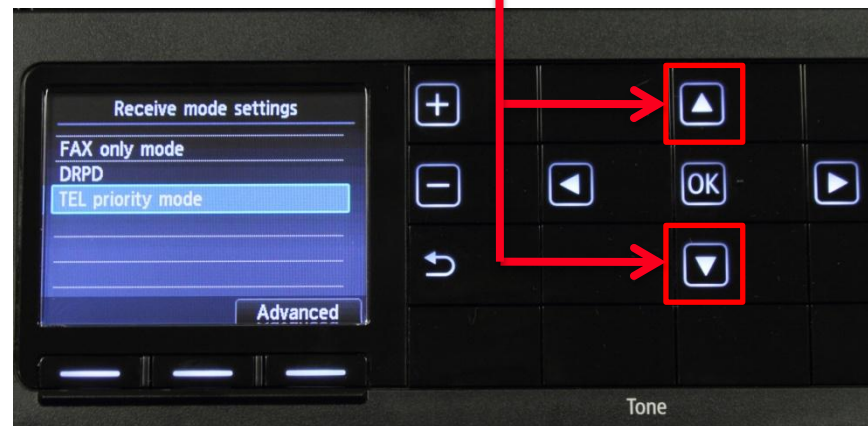
Step 5

The Receive mode settings screen will appear.



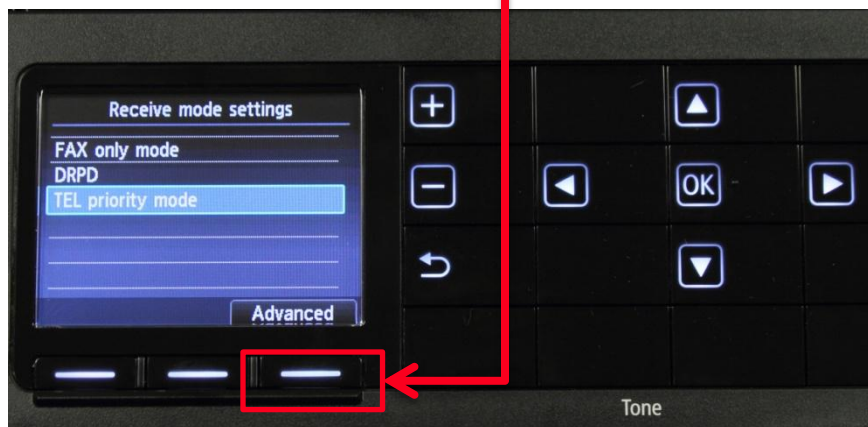
Step 6

Use the **UP** or **DOWN** button to select "TEL priority mode".



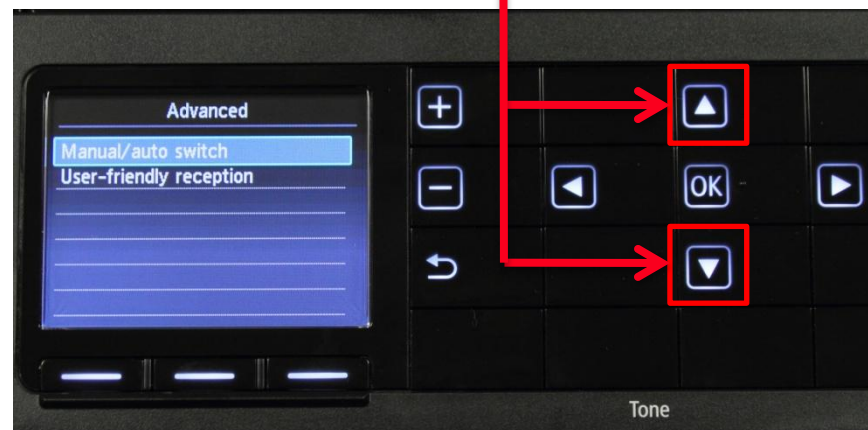
Step 7

Press the right **FUNCTION** button under the **Advanced** label



Step 8

Use the **UP** or **DOWN** button to select "User-friendly reception".



Step 9

Ensure “User-friendly reception” is selected



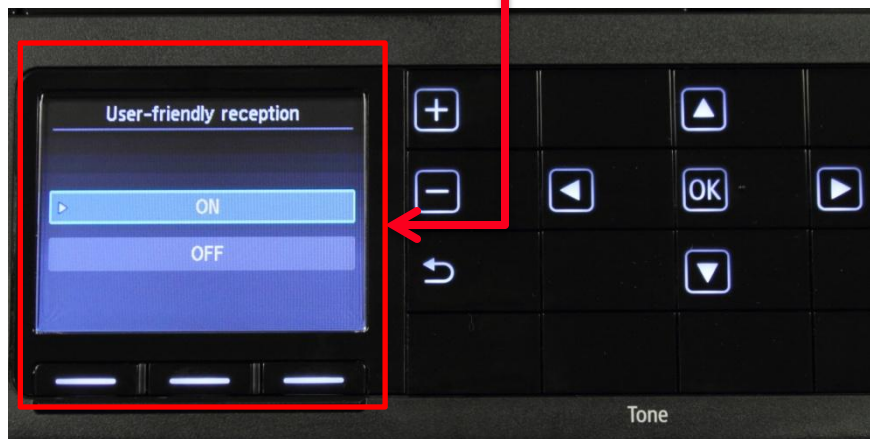
Step 10

Press the OK button



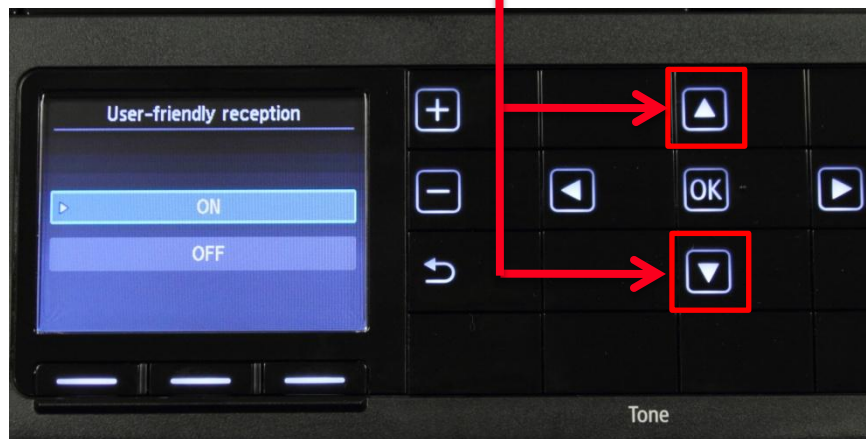
Step 11

The “User-friendly reception” screen will appear



Step 12

Use the **UP** or **DOWN** button to select “ON”



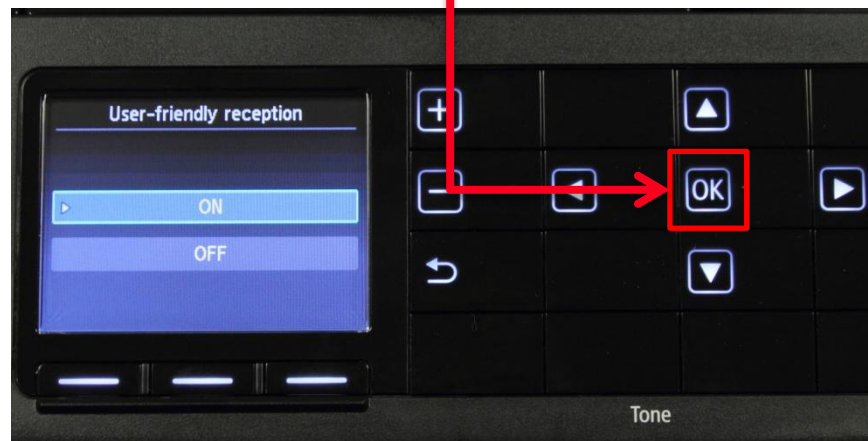
Step 13

Ensure "ON" is selected



Step 14

Press the **OK** button



Step 15

A confirmation screen will appear briefly



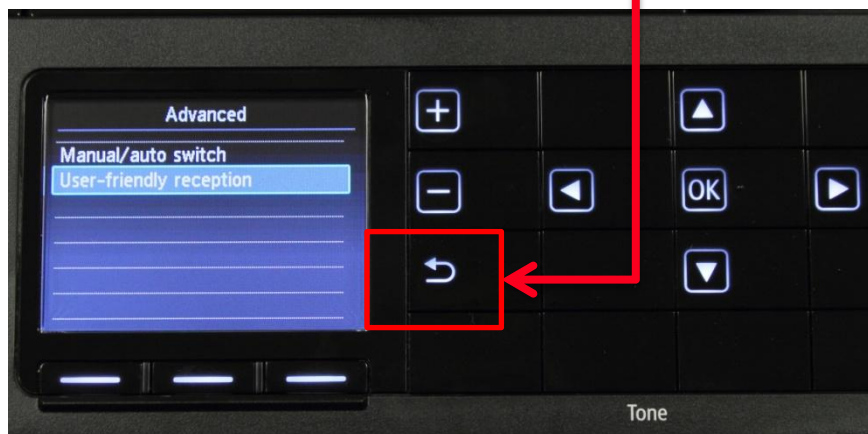
Step 16

You will return to the "Advanced" selection screen



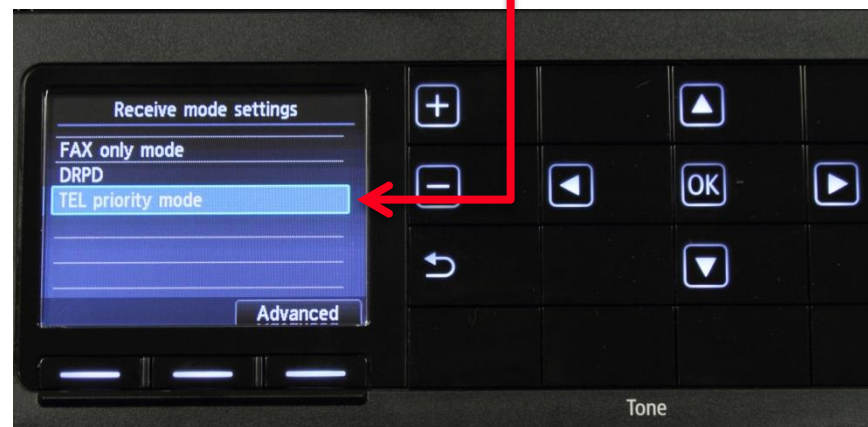
Step 17

Press the **BACK** button



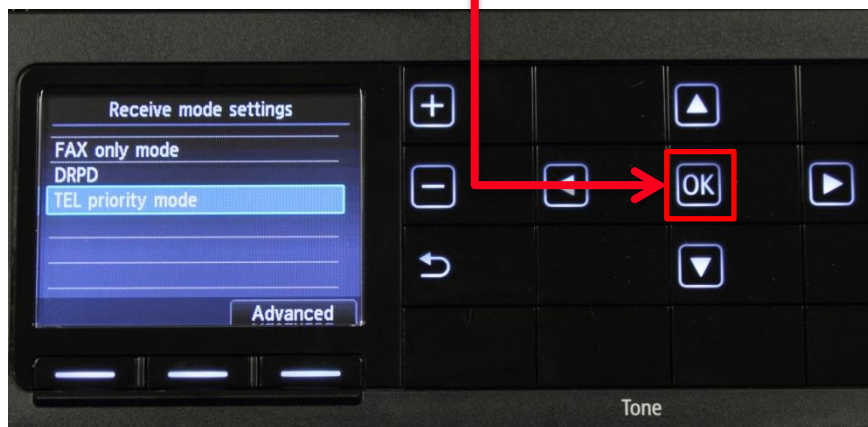
Step 18

You will return to the “Receive mode setting” screen. Confirm that “Tel priority mode” is selected



Step 19

Press the **OK** button



Step 20

You will return to the "Fax standby screen". The MX420 is ready to receive a fax



Receiving A Fax

To receive a fax when you are home you will:

- Pick up the handset on the phone connected to the MX420.
- Listen for fax tones.
- When the tones stop hang up the handset.
- The MX420 will receive the fax document.

To receive a fax while you are away:

- The answering machine will answer the call.
- If fax tones are heard by the MX420 it will take over the call and receive the fax document.

IMPORTANT: In order to receive a fax, you must either pick up the handset on a phone that is connected to the MX420 or let your answering machine answer the call.

