

## Setting Up Your MX712 In Default Mode (Tel Priority Mode) With An Answering Machine

# Fax Easy Setup

Click [Next](#) to step through this image-friendly version of **Fax Easy Setup**.

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If you started **Fax Easy Setup**, on the fax machine's operation panel, and prefer to go through this image-friendly version...

## Step 1

Press the **FAX** button at any screen to go to fax standby mode.

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## Step 2

Click [Next](#) to proceed through the setup.

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# Connecting The Phone Lines

# Connecting Your Phone/Answering Machine

Is your answering machine built into your phone?

**YES**

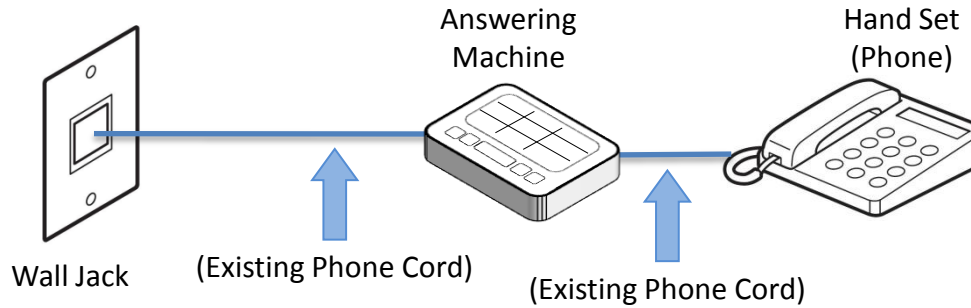
Click Here or Go To Page 13

**NO**

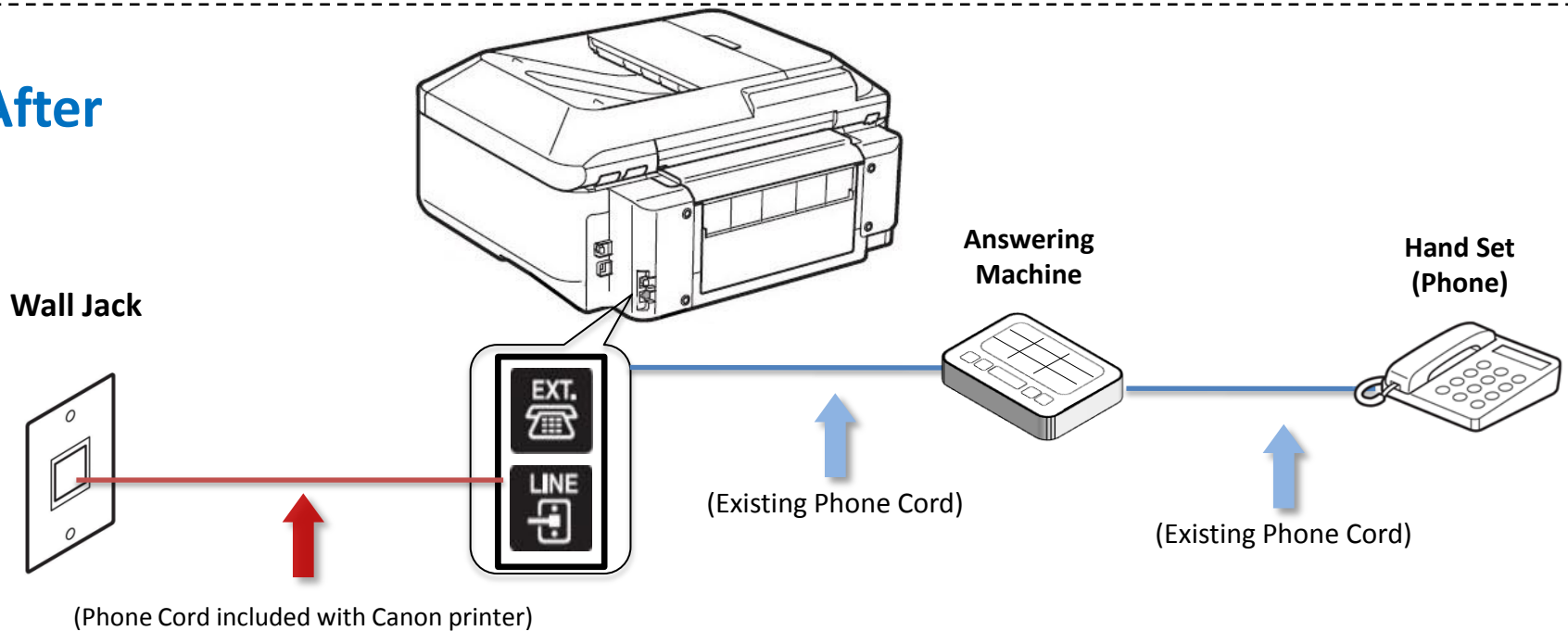
Click the Next Button

# Fax to Phone Line Connection

## Before



## After

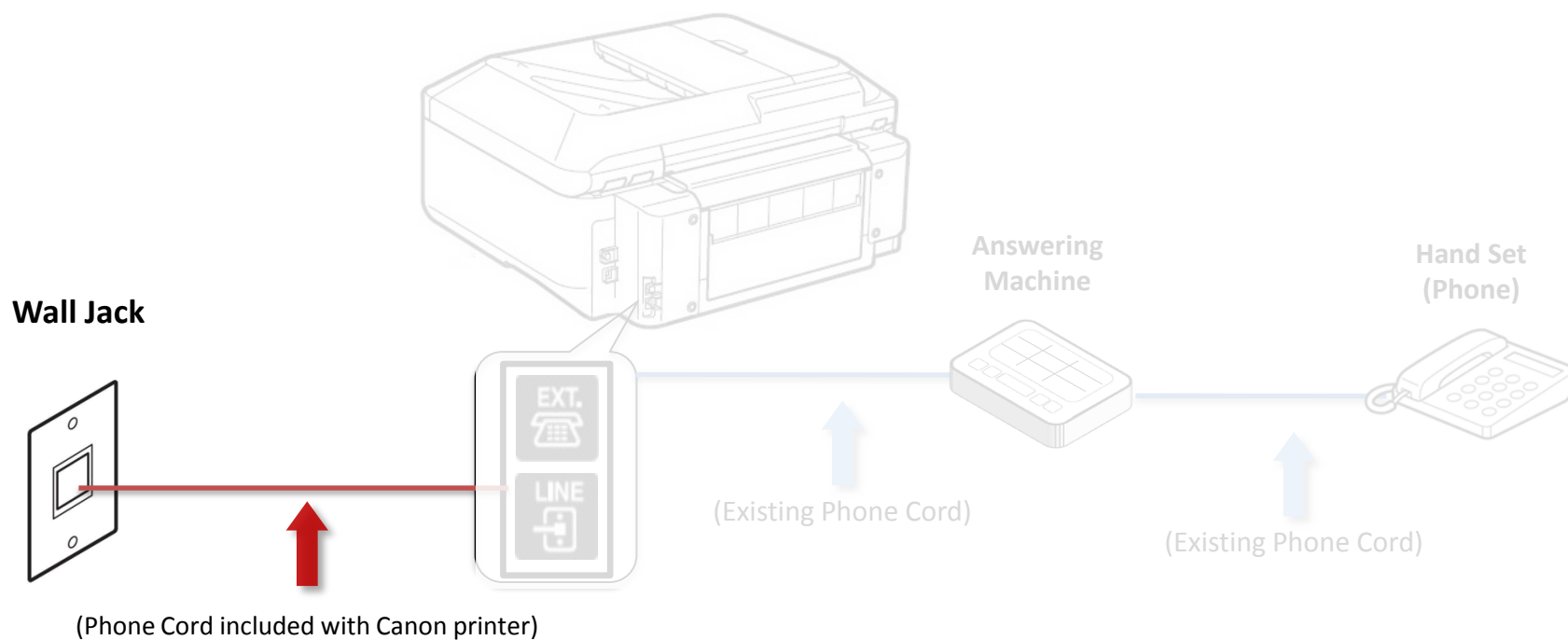


[Previous](#)

[Next](#)

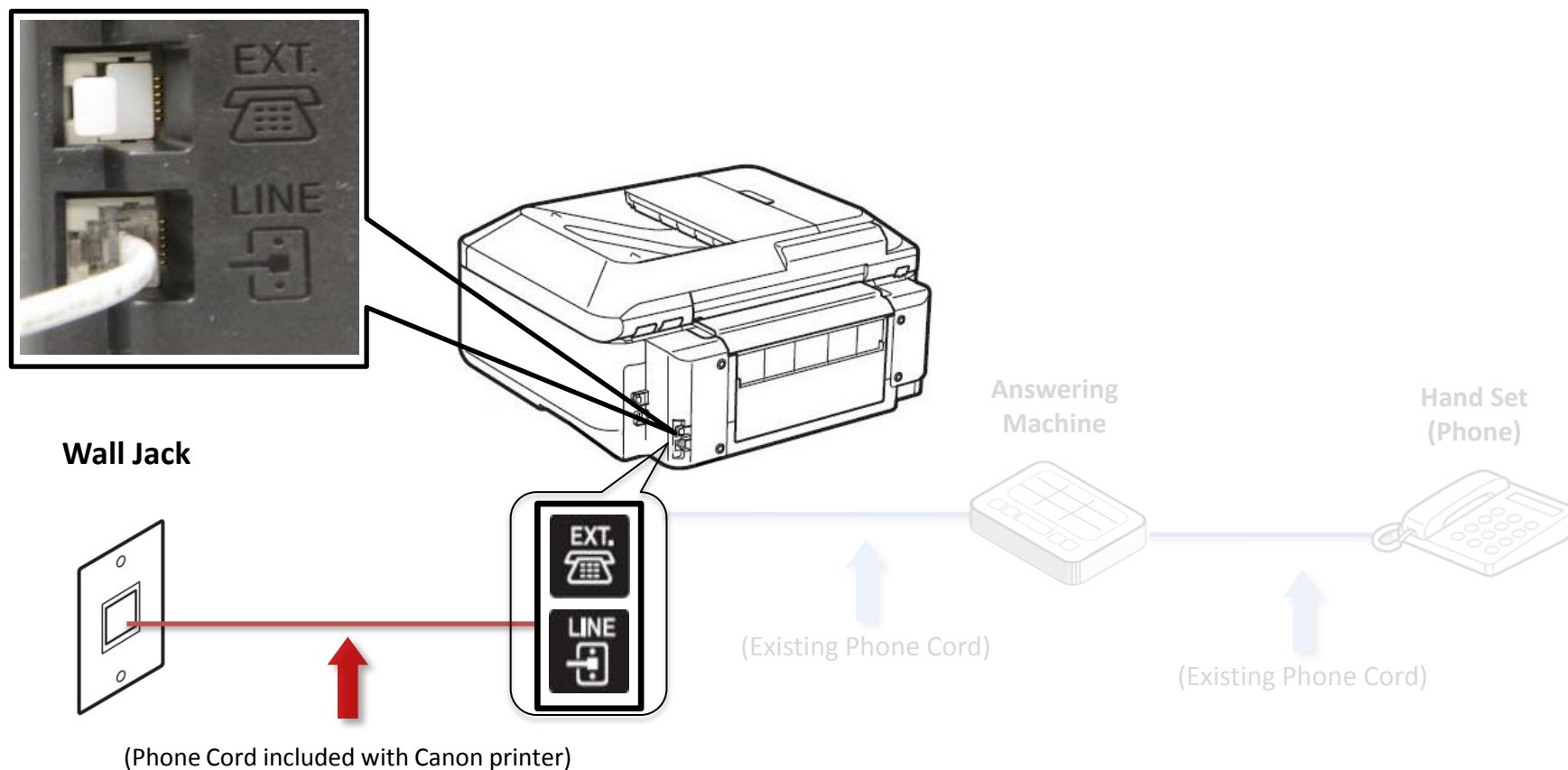
# Fax to Phone Line Connection

- Plug the provided phone cord into the wall jack



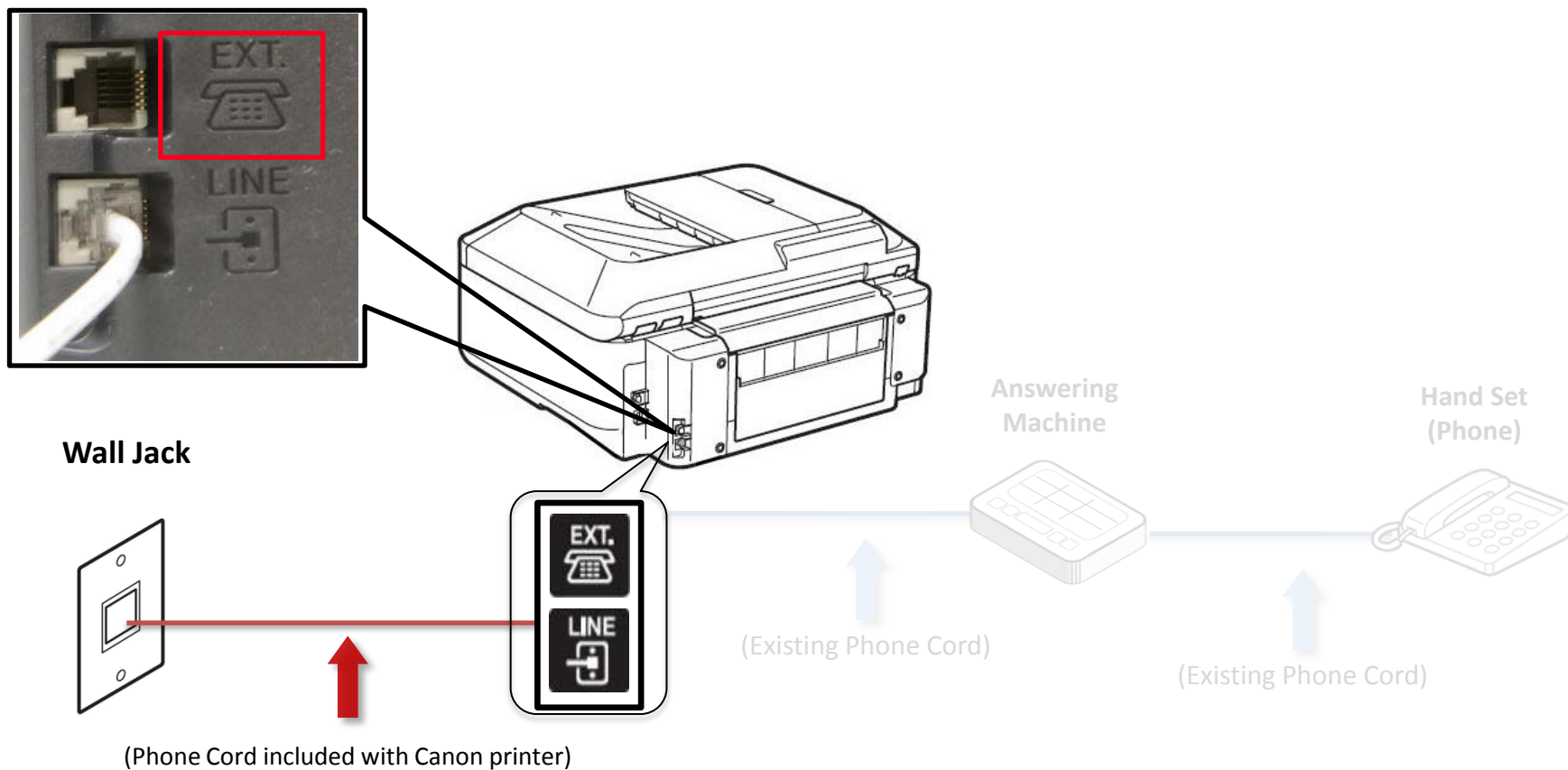
# Fax to Phone Line Connection

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



# Fax to Phone Line Connection

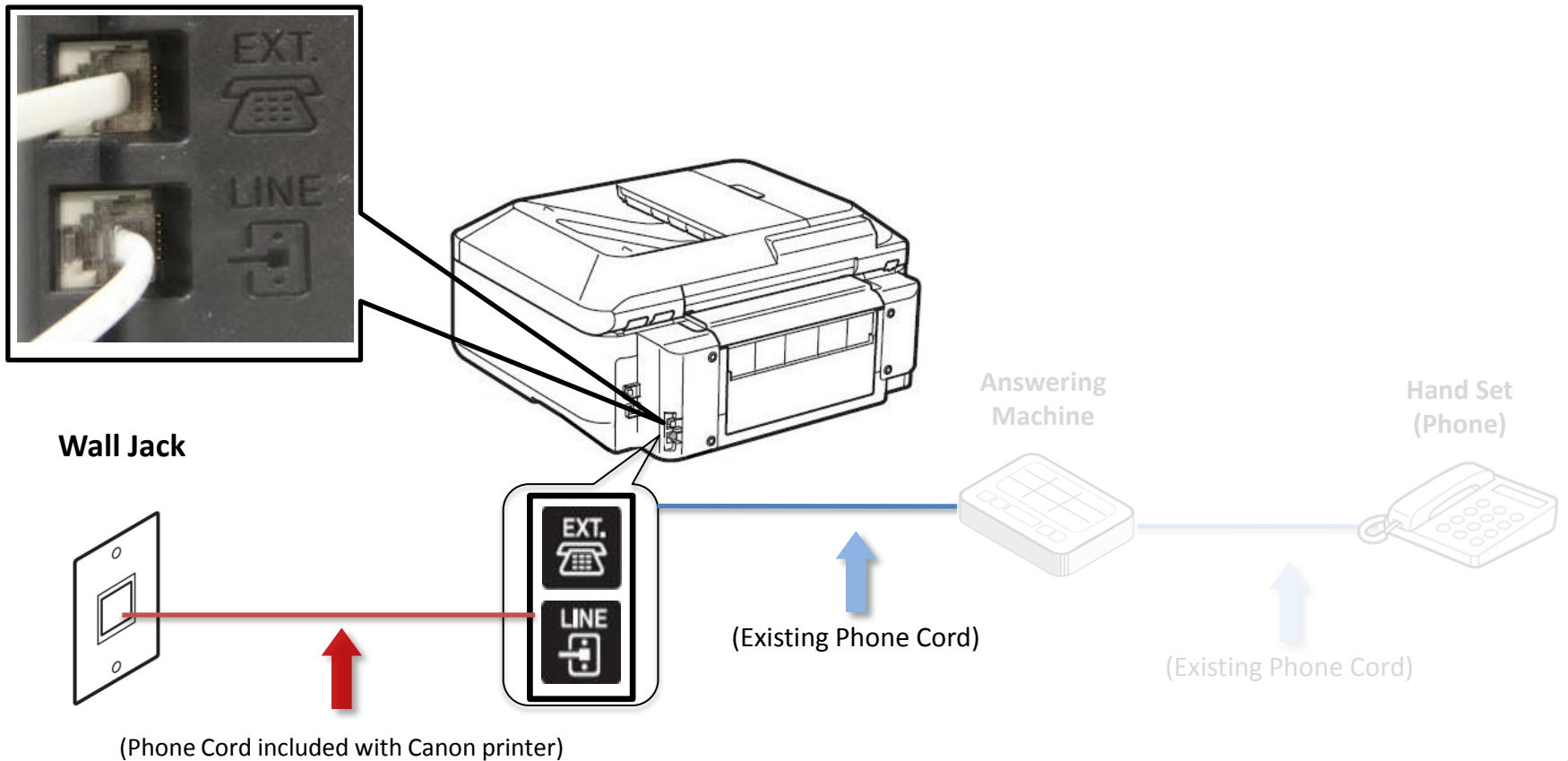
- Remove the white plug from the upper jack labeled "EXT."





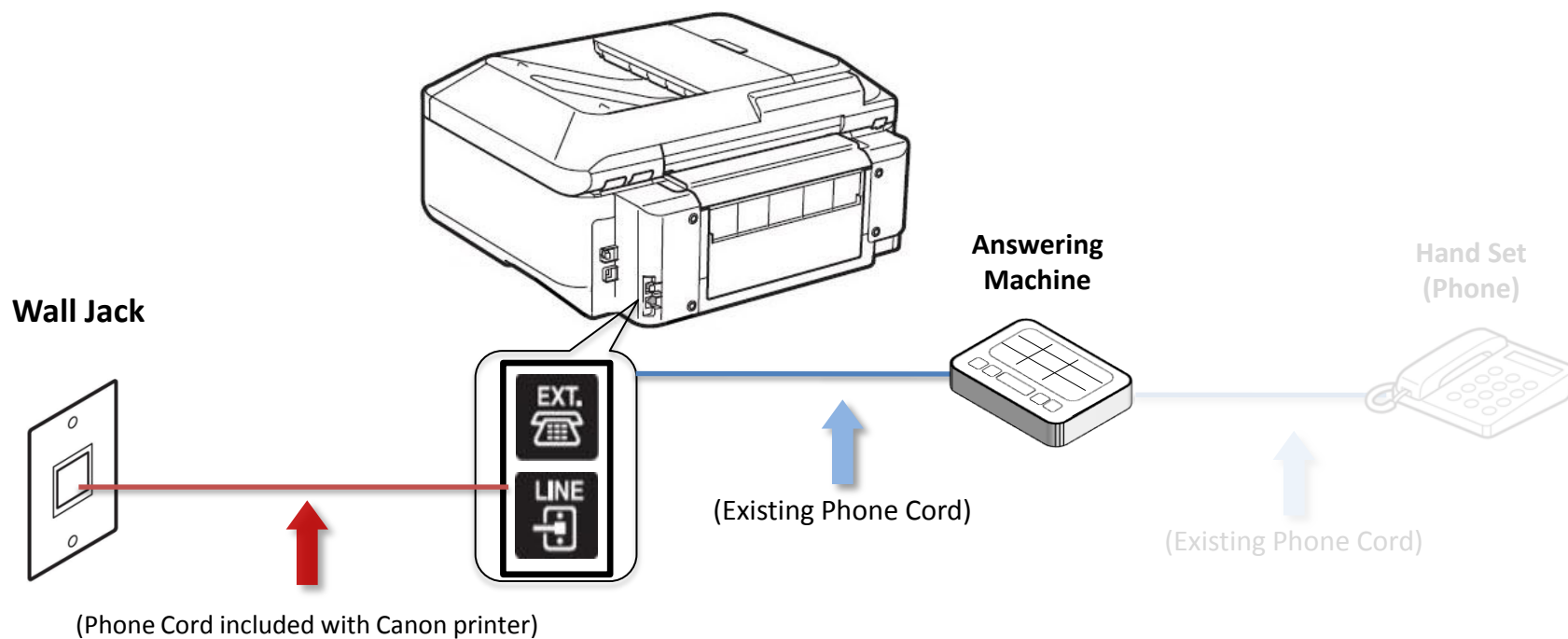
# Fax to Phone Line Connection

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



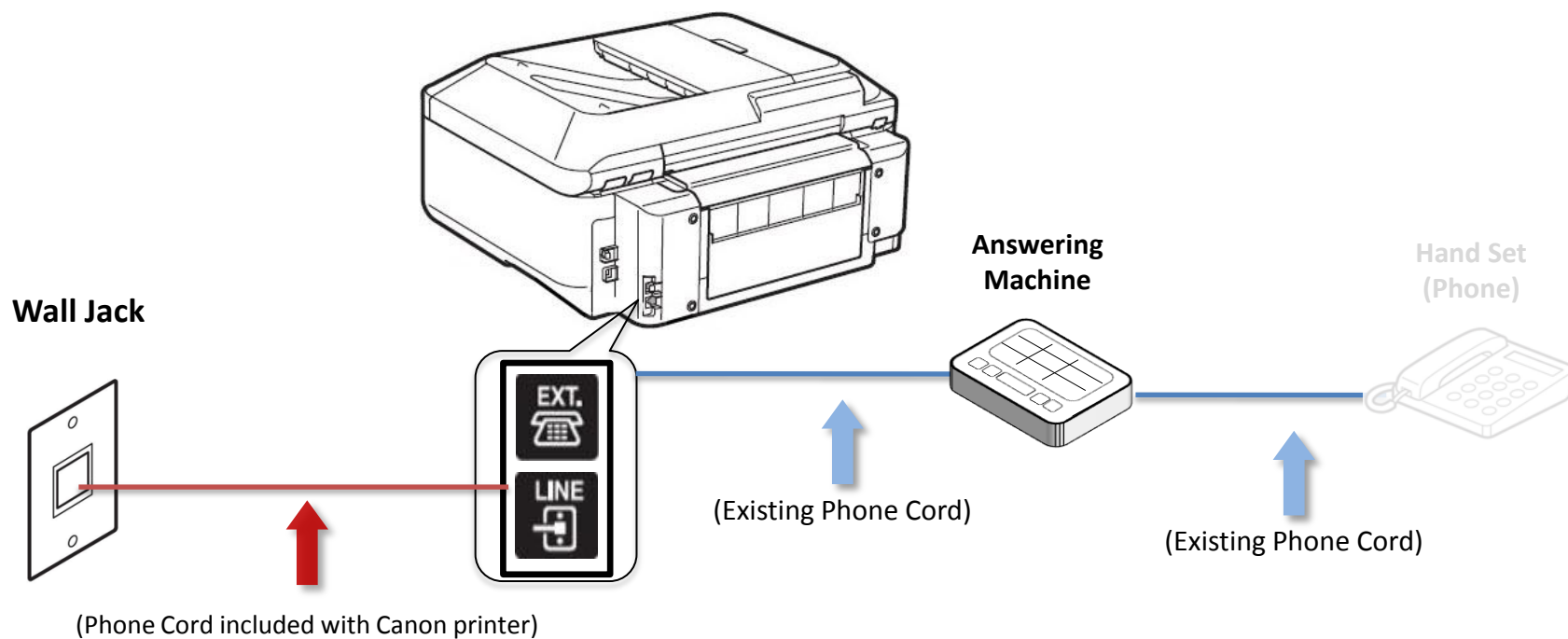
# Fax to Phone Line Connection

- Plug the second phone cord into the answering machine.



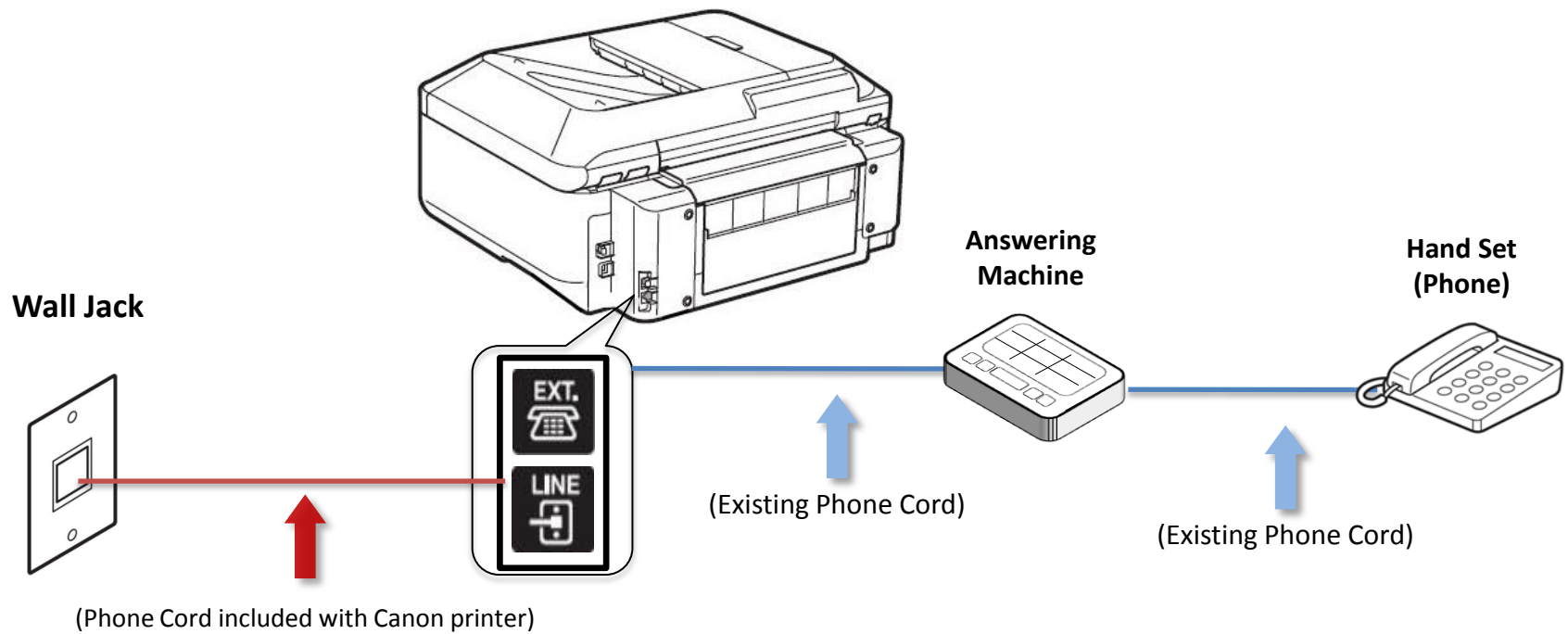
# Fax to Phone Line Connection

- Plug the third phone cord into the answering machine.



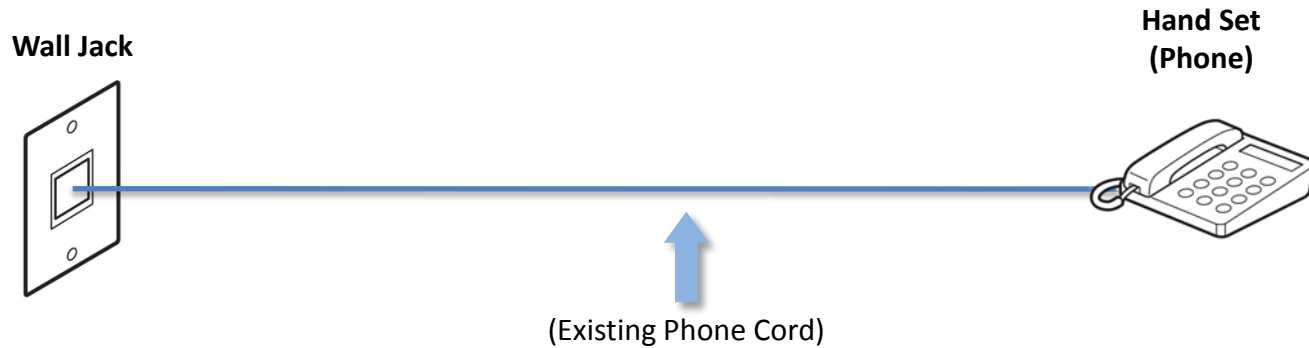
# Fax to Phone Line Connection

- Plug the third phone cord into the phone.

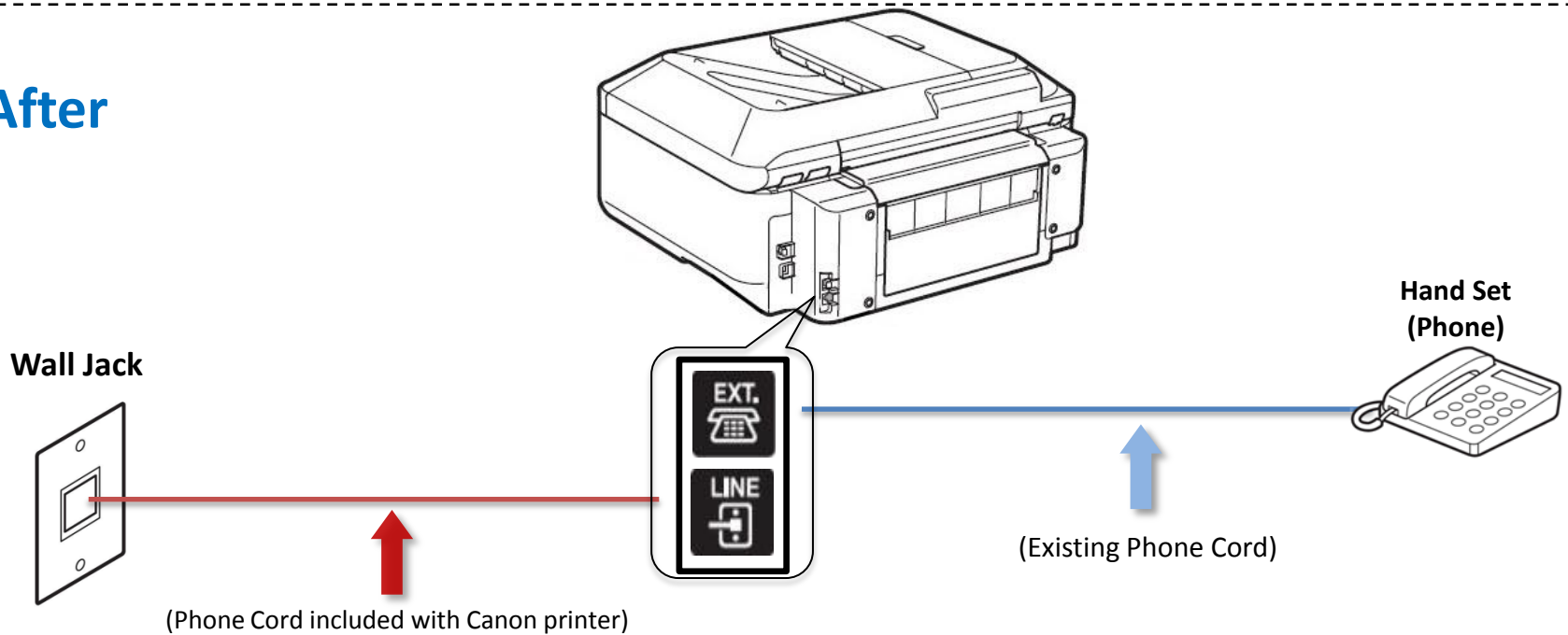


# Fax to Phone Line Connection

**Before**

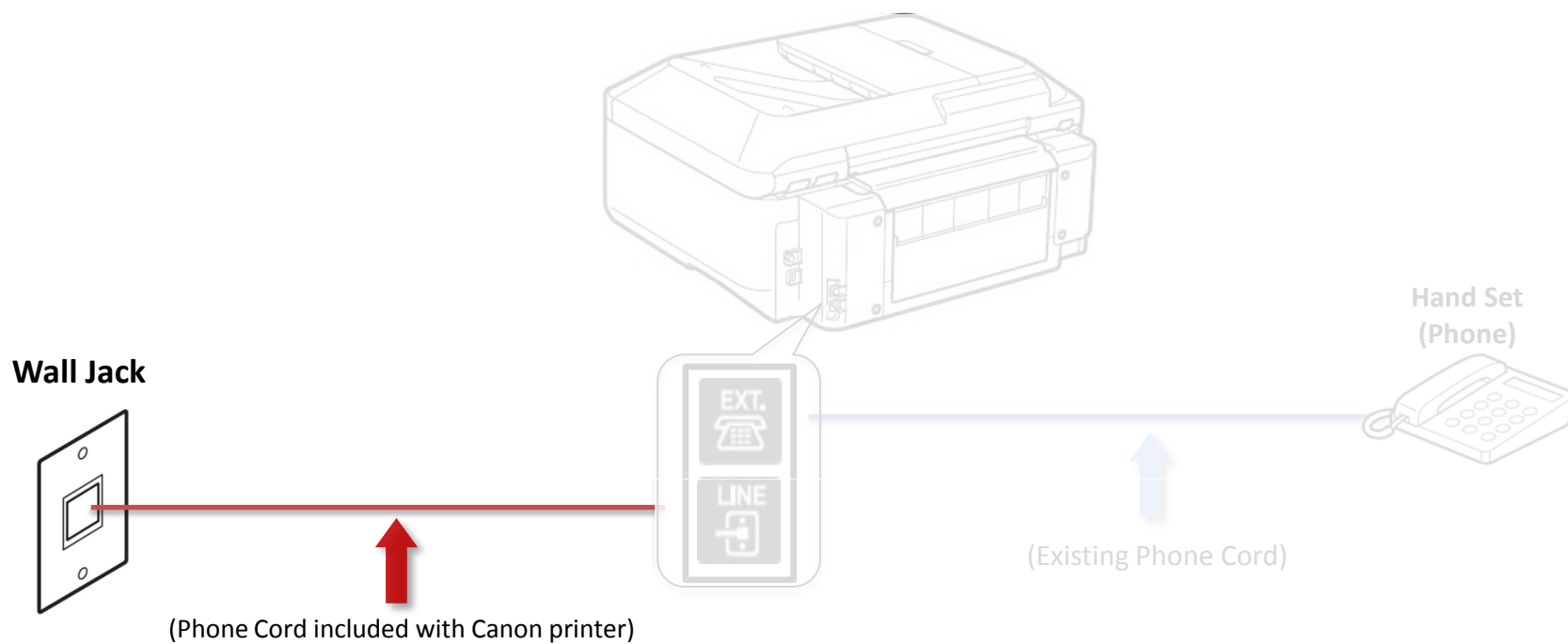


**After**



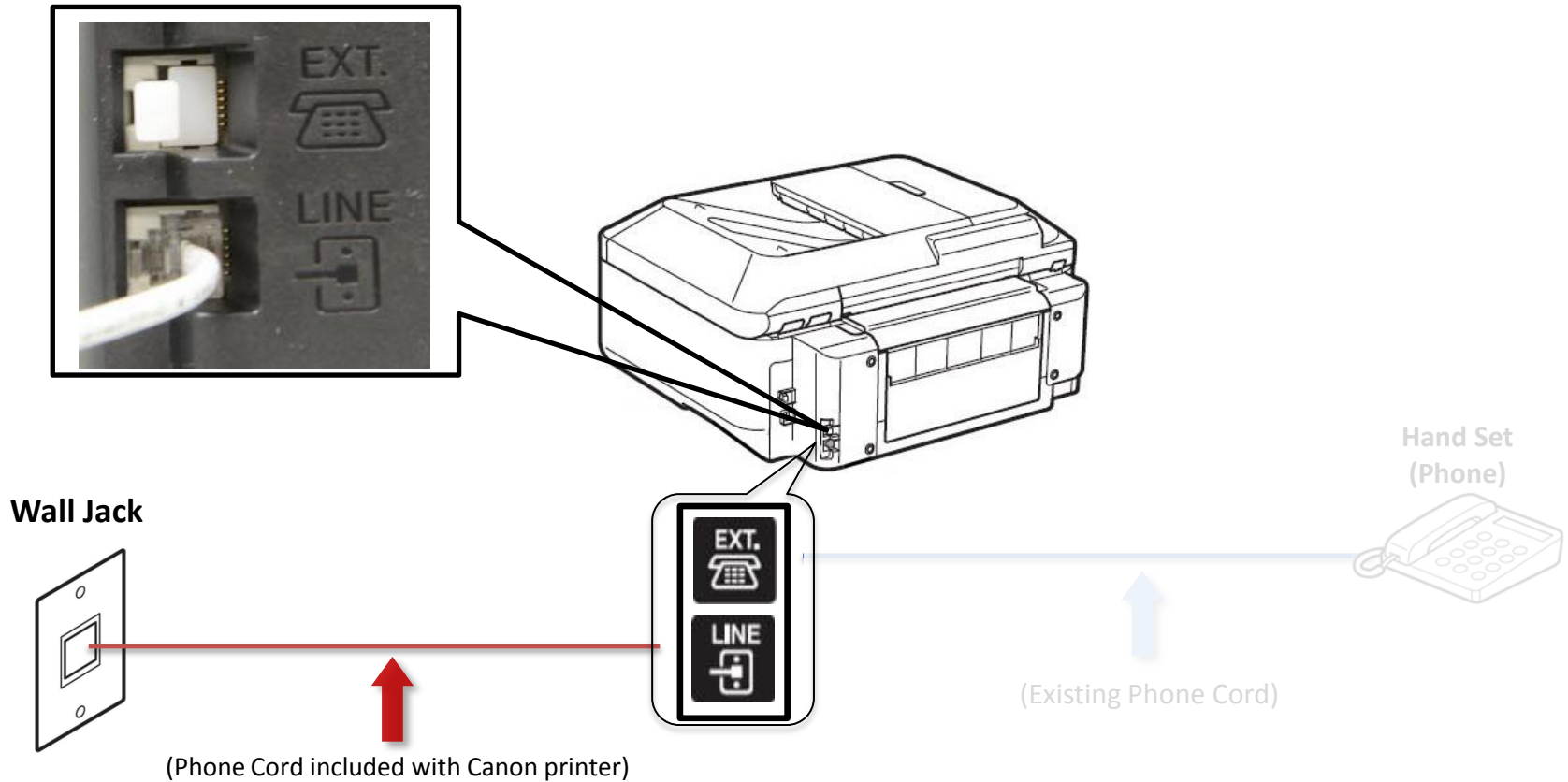
# Fax to Phone Line Connection

- Plug the provided phone cord into the wall jack



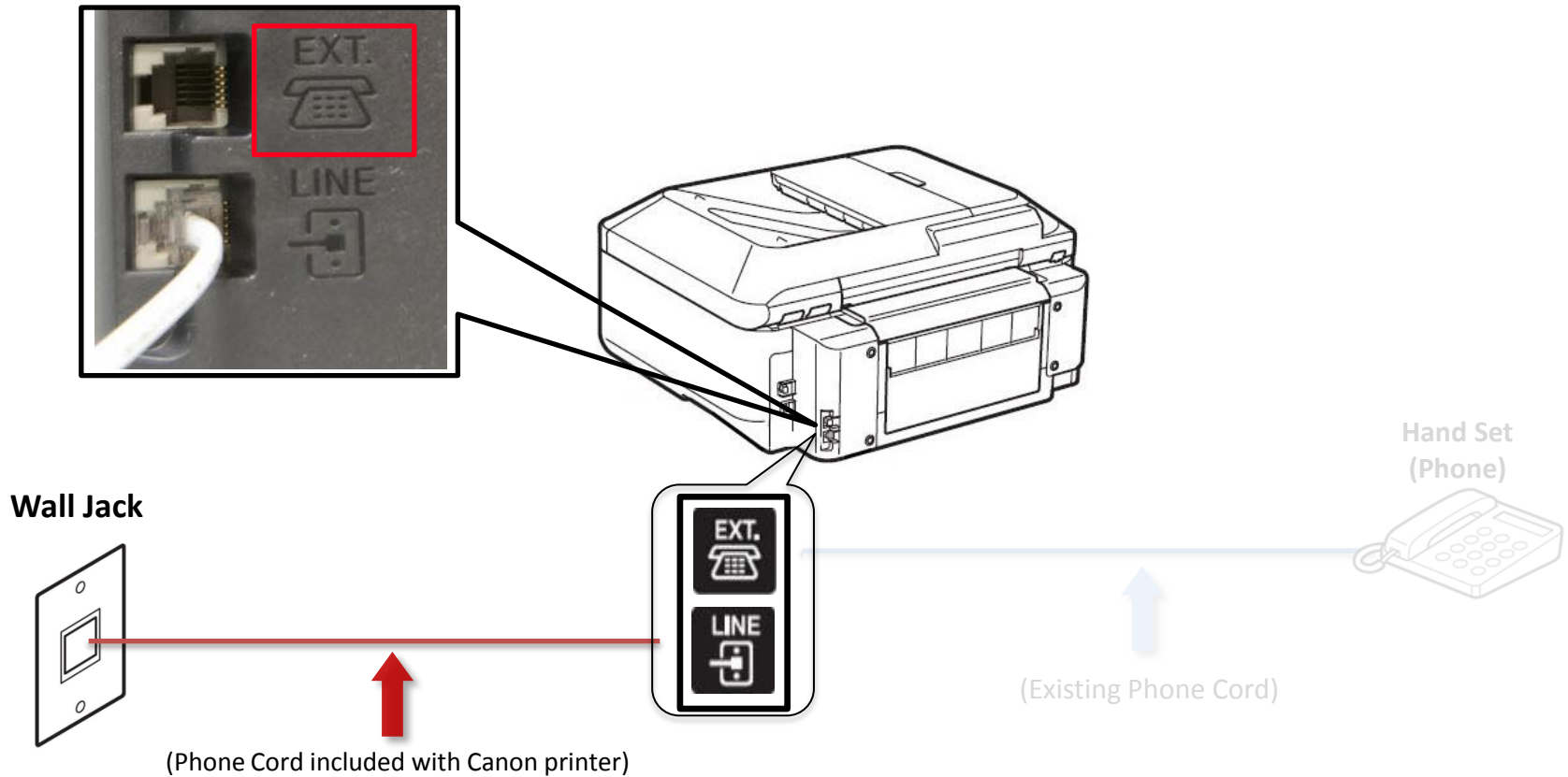
# Fax to Phone Line Connection

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



# Fax to Phone Line Connection

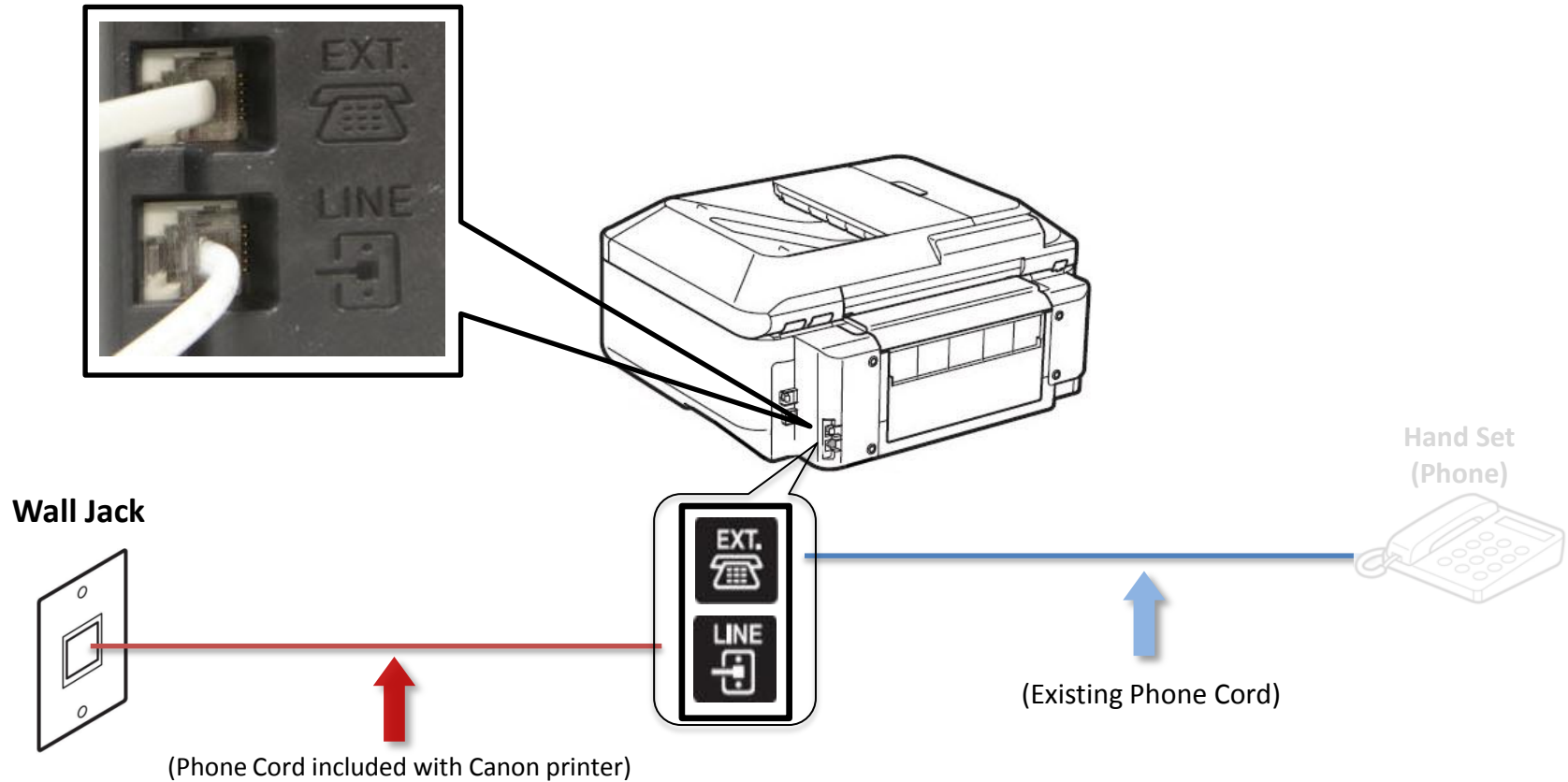
- Remove the white plug from the upper jack labeled "EXT."





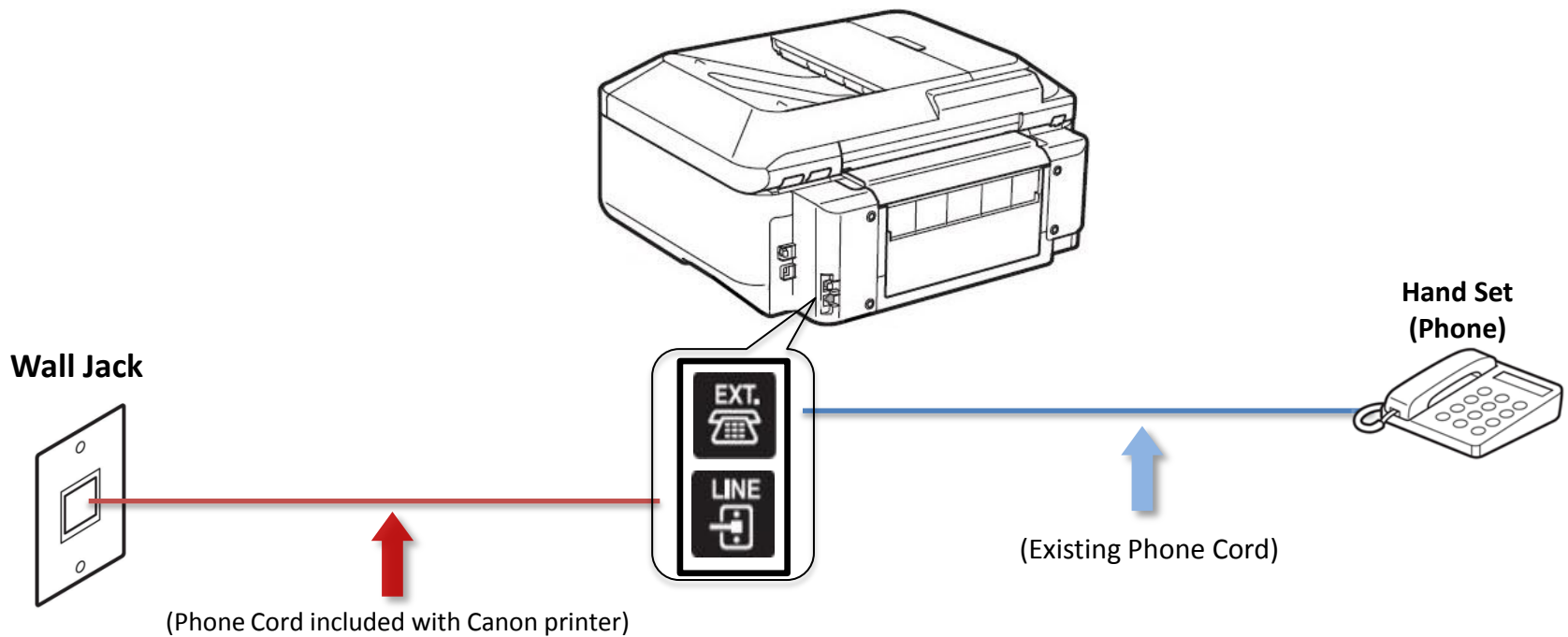
# Fax to Phone Line Connection

- Plug the second phone cord into the “EXT.” 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

# Step 1

Turn on the MX712 by pressing the **ON** button if the machine is not powered on already.



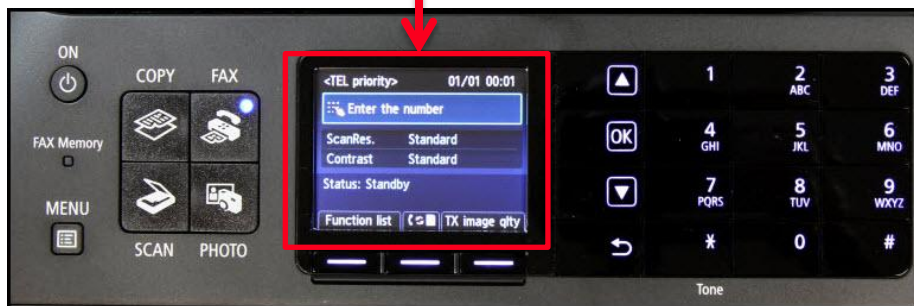
# Step 2

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 highlight “TEL priority mode”.



## Step 7

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



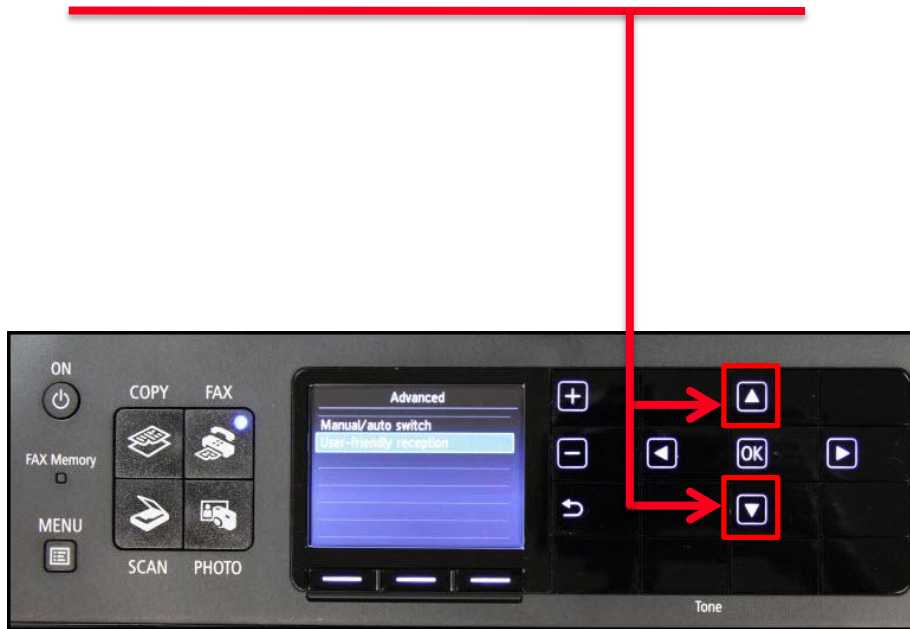
## Step 8

The **Advanced** screen will appear.



## Step 9

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



## Step 10

Press the **OK** button.





## Step 11

The **User-friendly reception** screen will appear.



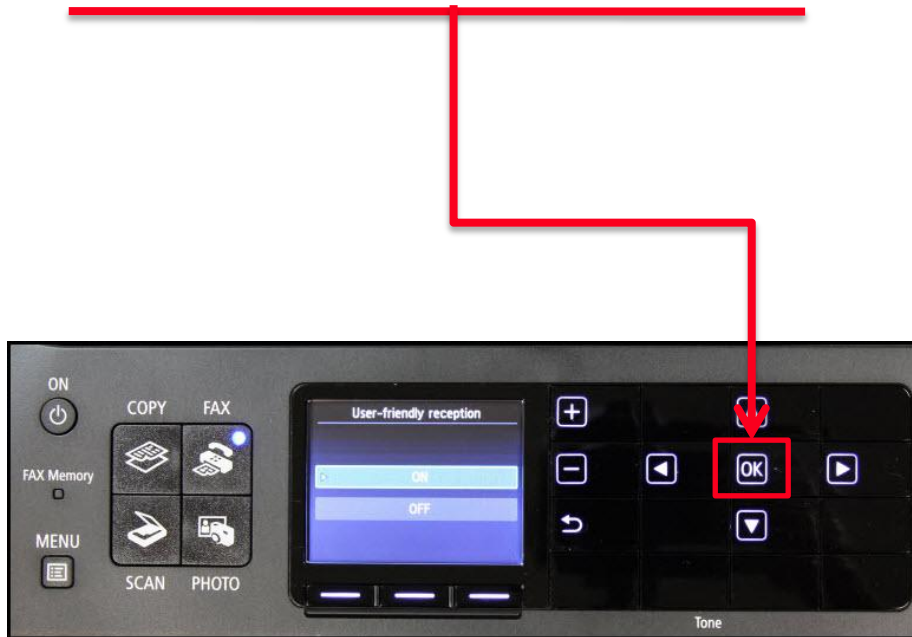
## Step 12

Use the **UP** or **DOWN** button to select "ON".



## Step 13

Press the **OK** button.



## Step 14

The screen will quickly flash "User-friendly reception ON".



## Step 15

The screen will return to the **Advanced** window.



## Step 16

Press the **Back** button to return to **Receive mode settings** window.



## Step 17

Confirm “TEL priority mode” is highlighted and then press the **OK** button.



## Step 18

You will return to the “Fax standby screen” and the receive mode will appear on the screen.



# Receiving A Fax

To receive a fax:

- Pick up the handset on the phone connected to the MX712.
- Listen for fax tones.
- When the tones stop hang up the handset.
- The MX712 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 MX712 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 MX712 or let your answering machine answer the call.

