

Setting Up Your MX712 In Default Mode (Tel Priority Mode) Without An Answering Machine

Fax Easy Setup

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

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.



Step 2

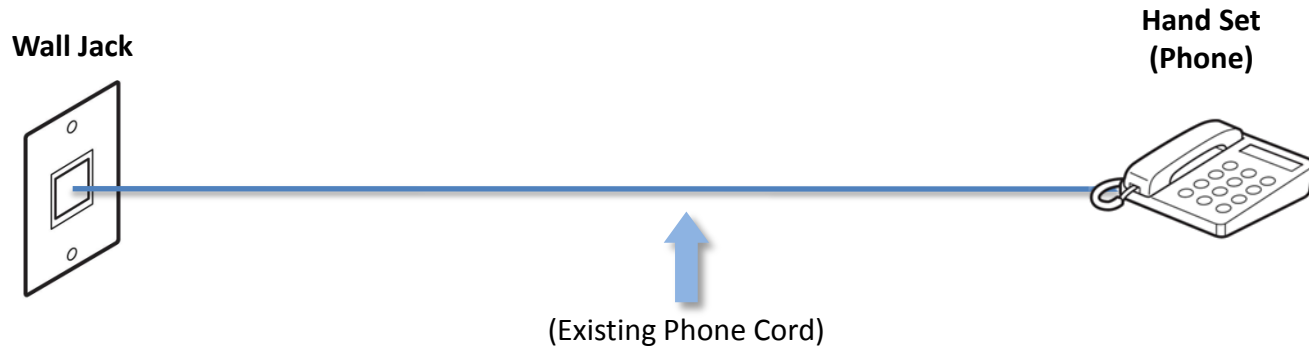
Click [Next](#) to proceed through the setup.



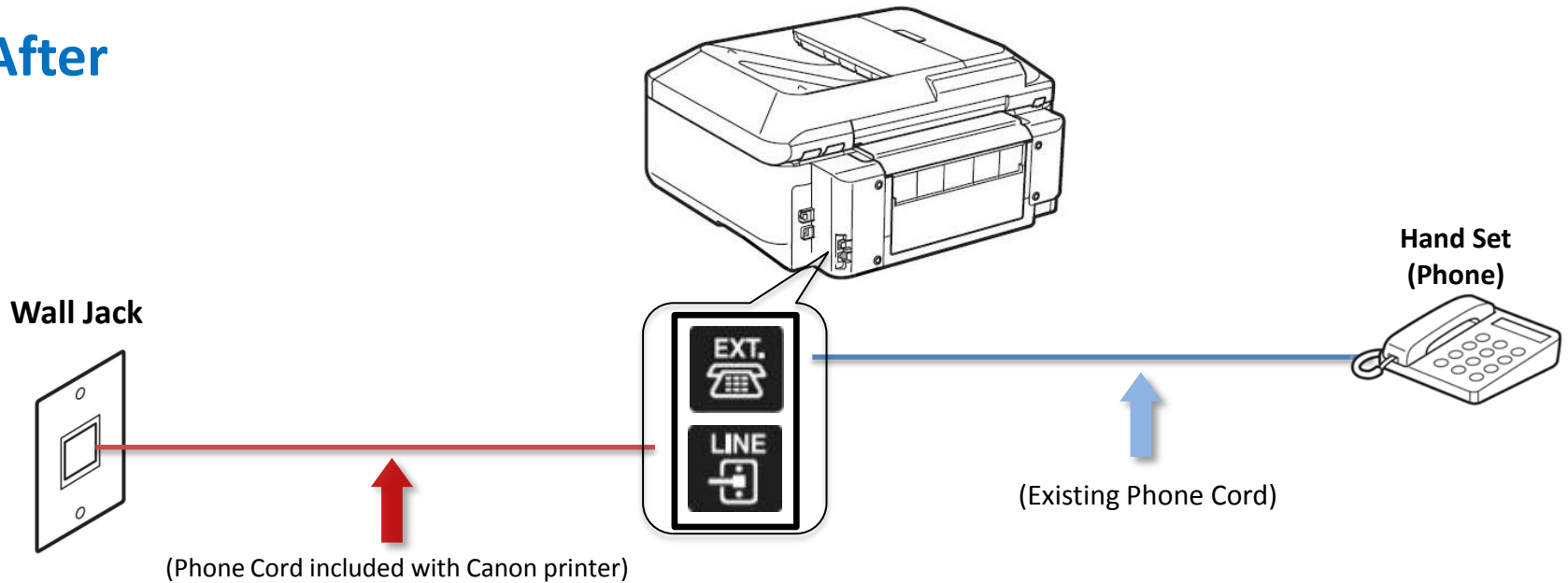
Connecting The Phone Lines

Fax to Phone Line Connection

Before



After

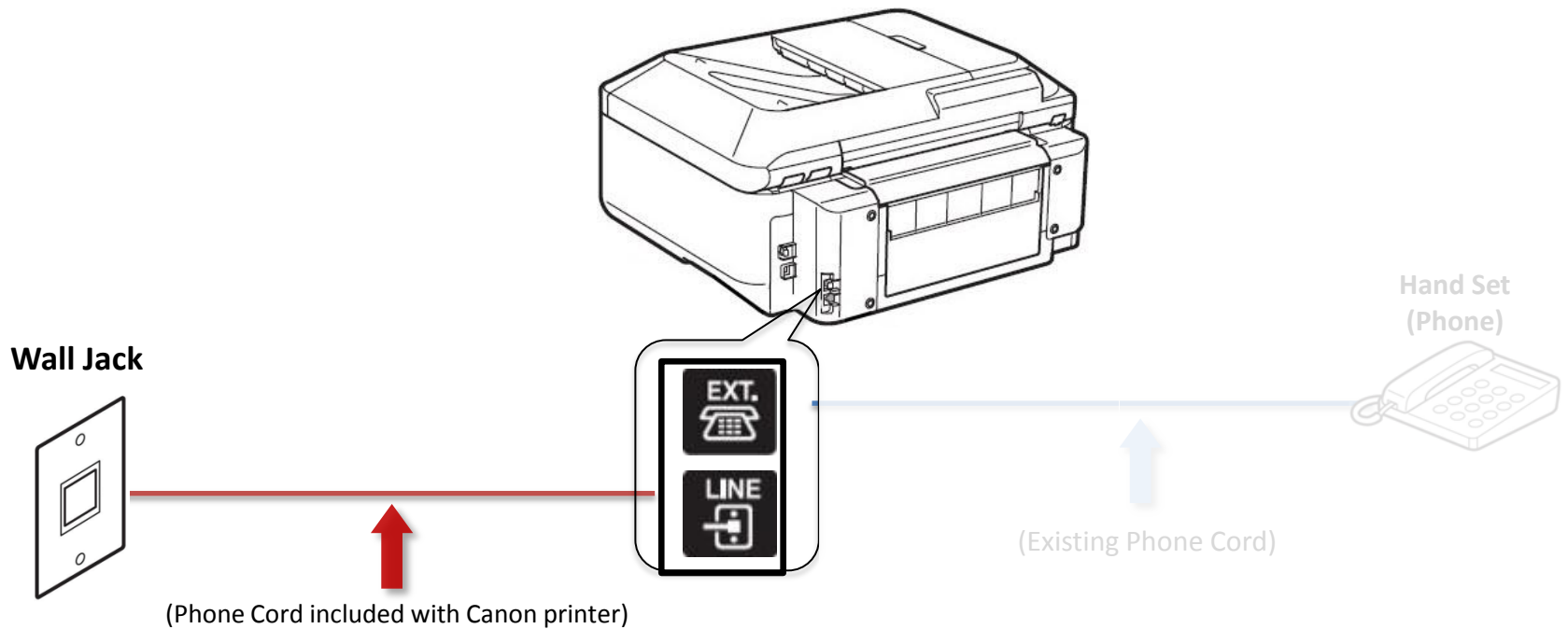


 **Previous**

Next 

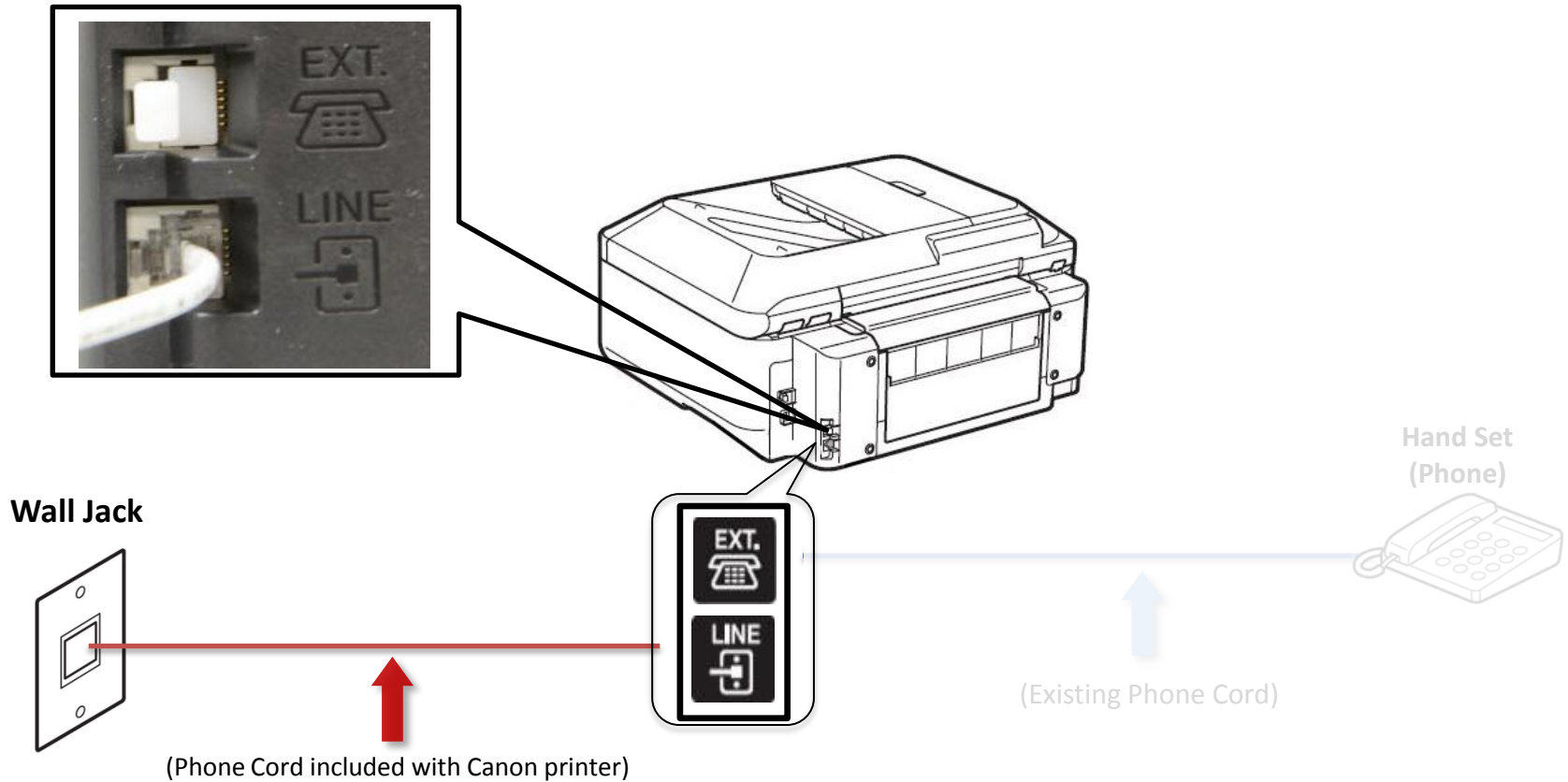
Fax to Phone Line Connection

- Plug the provided phone cord into the wall jack



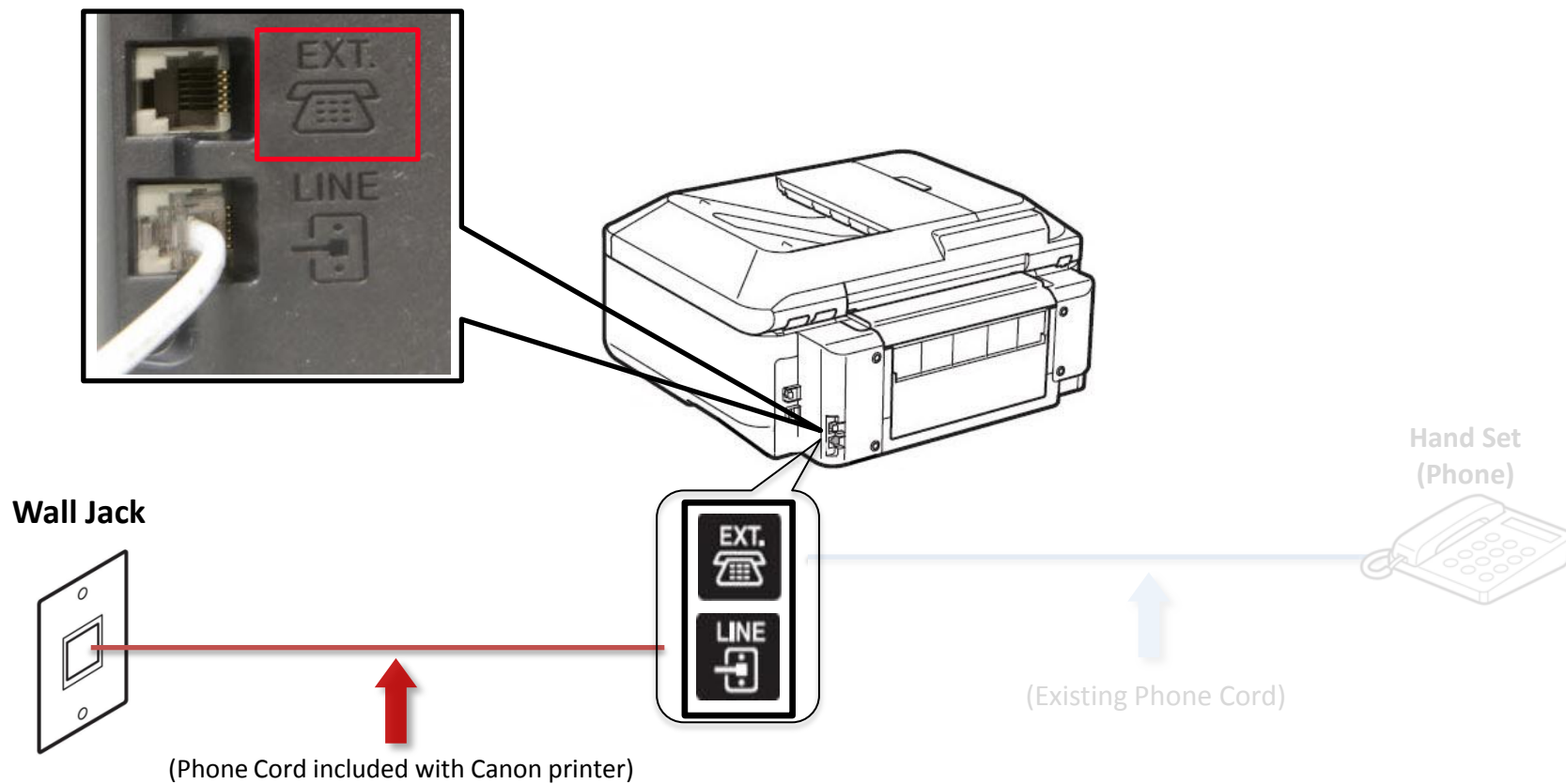
Fax to Phone Line Connection

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



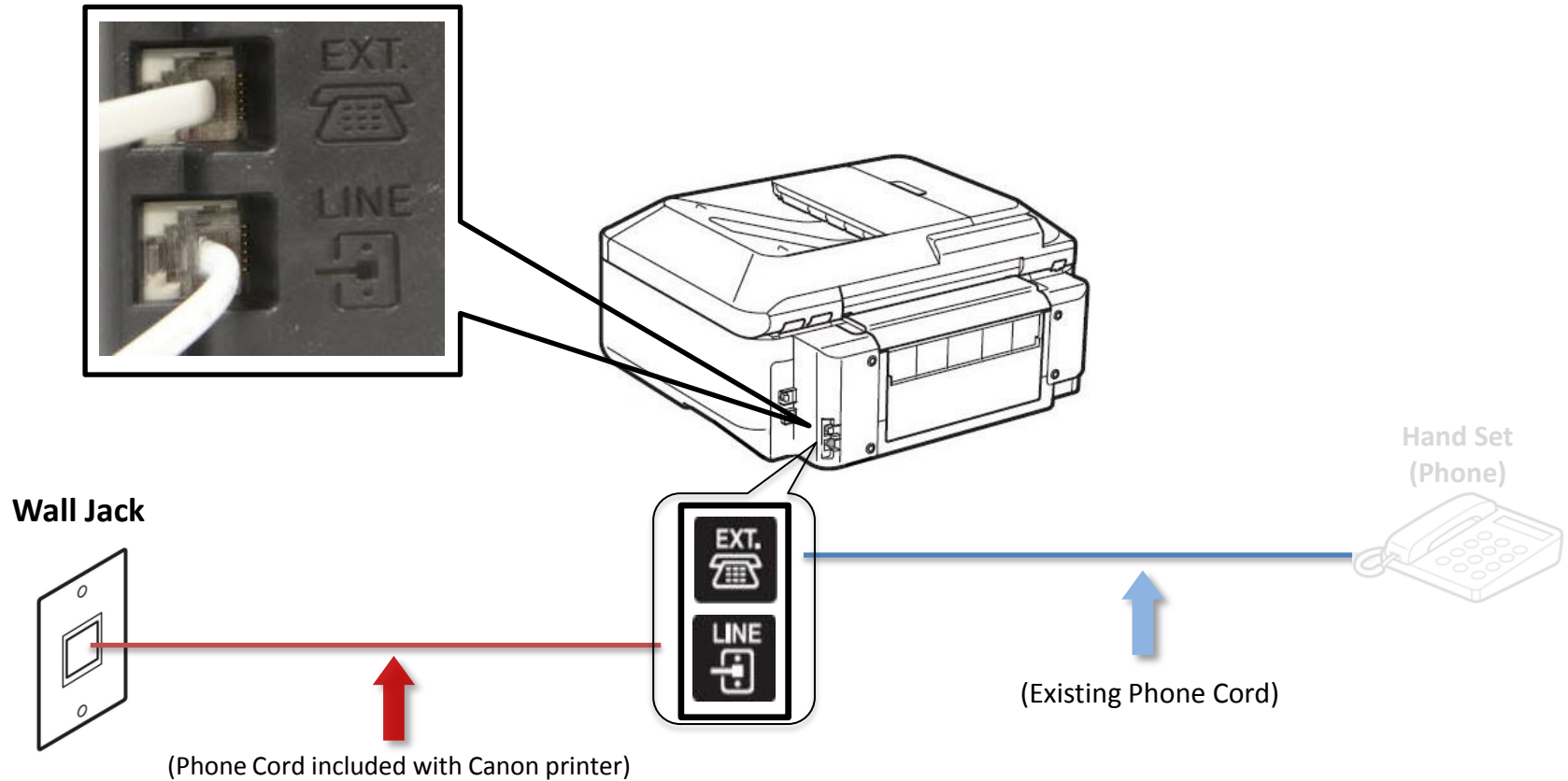
Fax to Phone Line Connection

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



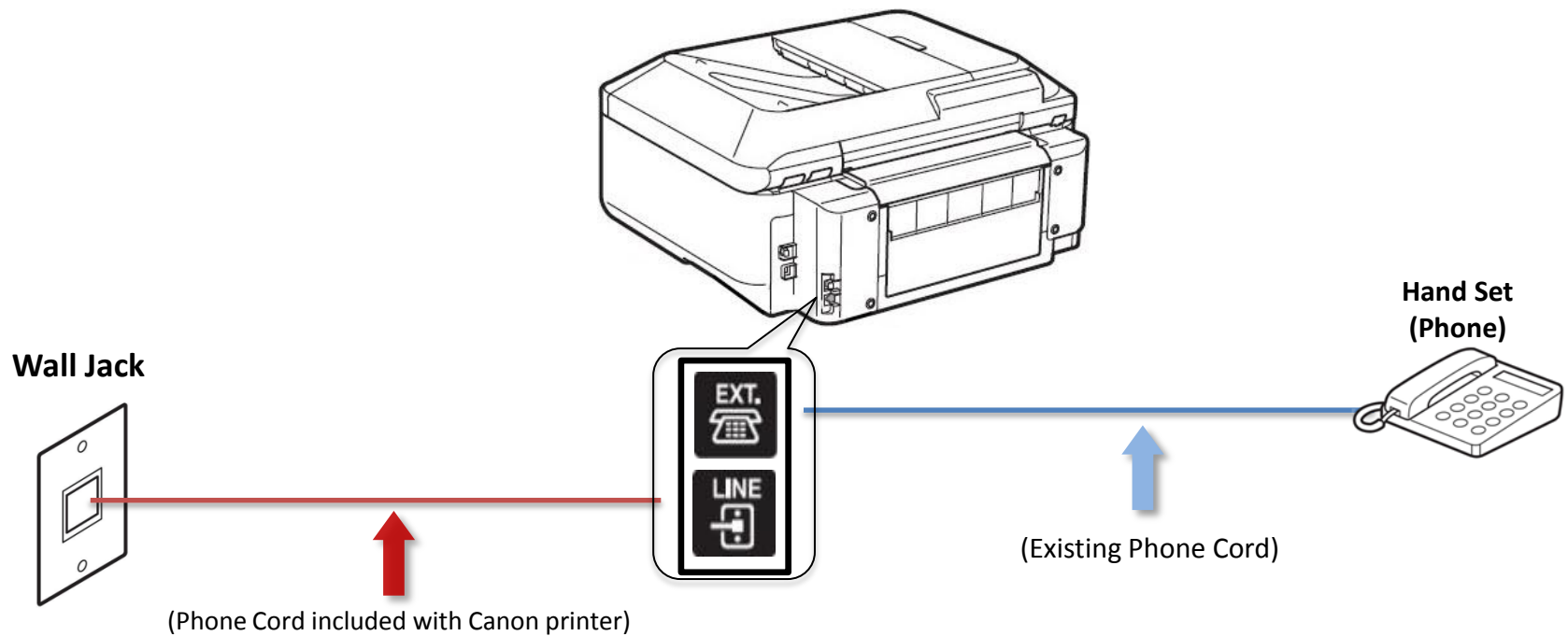
Fax to Phone Line Connection

- 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 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.



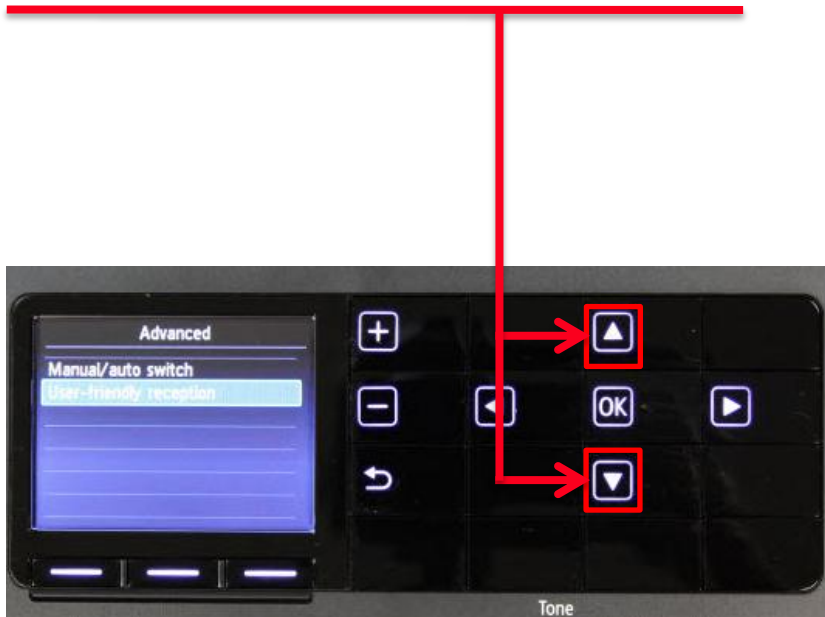
Step 8

The **Advanced** screen will appear.



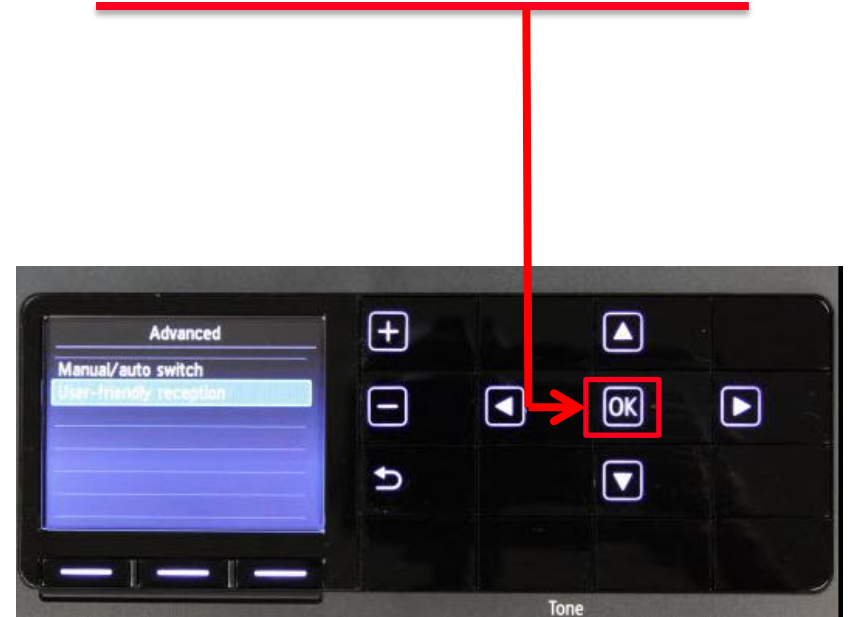
Step 9

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



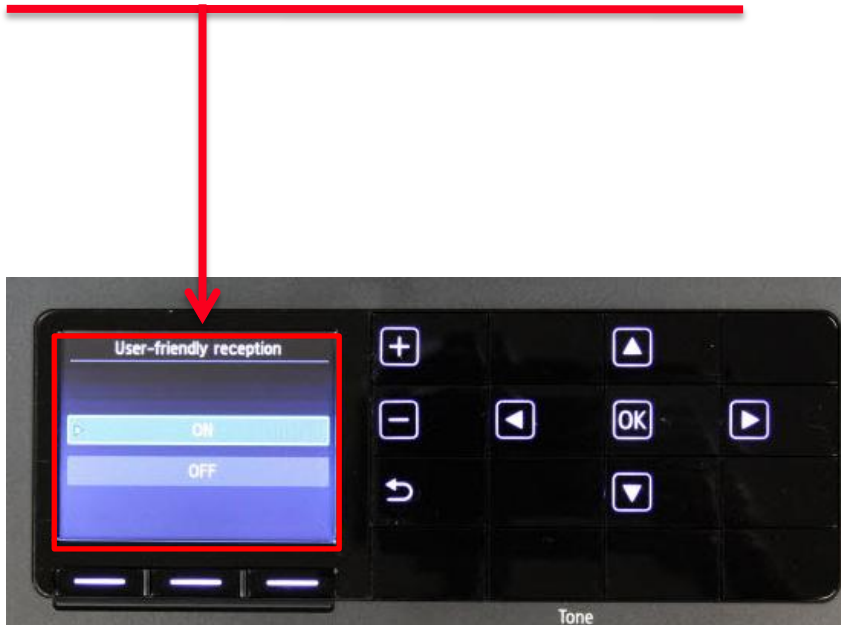
Step 10

Press the **OK** button.



Step 11

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



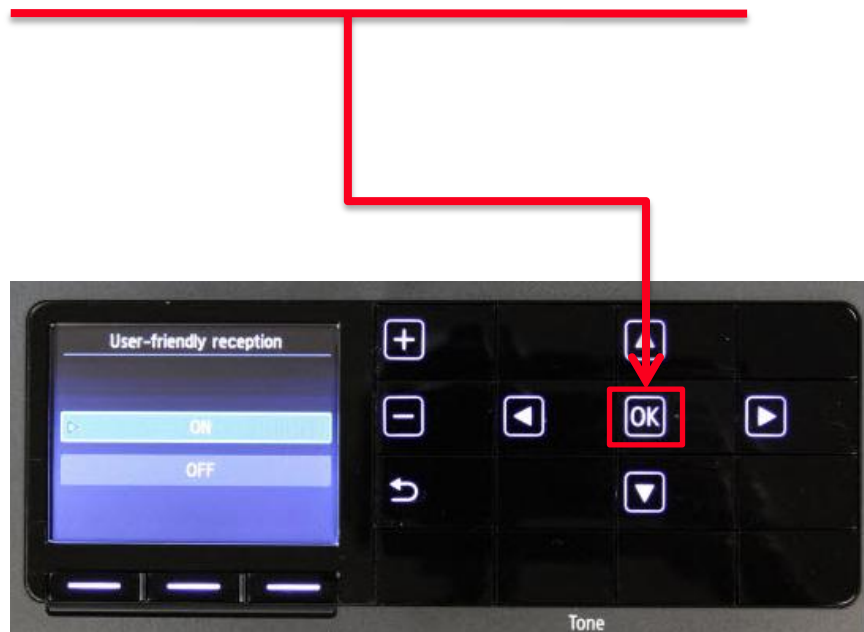
Step 12

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



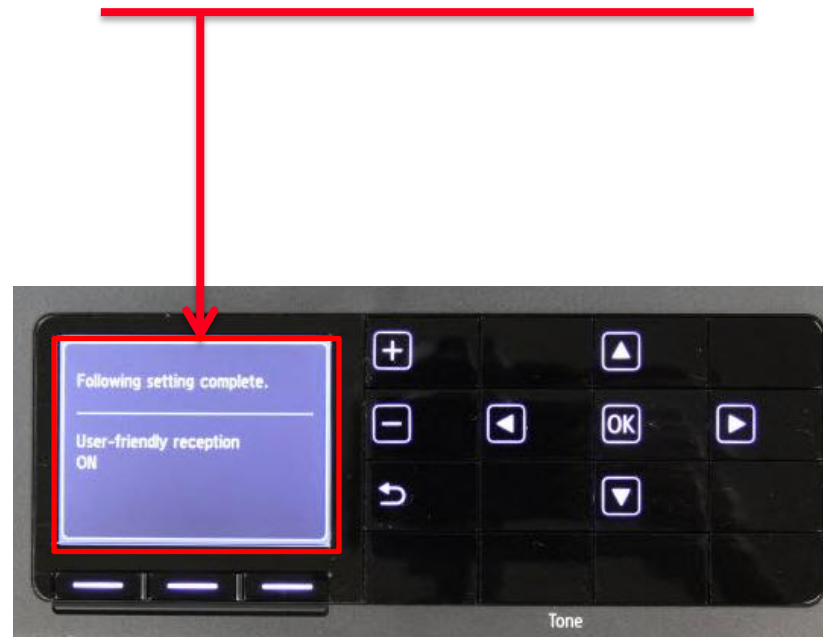
Step 13

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.

IMPORTANT: In order to receive a fax, you must pick up the handset on a phone that is connected to the multifunction.

