

Printing a Fax Confirmation

(MX410, MX511, MX710)

Faxing is still important to many different companies and businesses, and because of this, fax confirmations are essential to inform users that their faxes have gone through. To print individual fax confirmations, follow these steps:

Printing a Fax Confirmation:

1. Select the “Fax” icon on the home screen.
2. Insert your fax number.
3. Scroll over two screens using the arrow on the touch panel.
4. Select the “Transmission Log” icon.
5. Select “Print Log”
6. *Next, select the check mark icon in the bottom right hand corner, and then select “Fax It”, also in the bottom right hand corner.

*The fax confirmation will then print for that individual job. After fifteen seconds of inactivity, the defaults will be reset, and the device will go back to printing fax confirmations for error only.

