1. Place original(s) faceup in the Document Feeder, short edge first, being careful not to load over orange max line. Only standard paper is compatible. No stapled, clipped, torn, perforated, creased, coated, photo, thick, bound, or transparent originals. For those, open cover and place original face down on the Platen Glass, meeting original to the blue arrow in the corner.
2. Select the [Facsimile] function on the left side of the control panel.
3. Using the number keypad, enter destination fax number.
4. Press the green [Start] button. If faxing from the glass, press [#] after placing last original.

Touch Screen features

1. [Standard] or [Detail] [Resolution] -- Detail is higher quality, but transmission time is slower.
2. [Original Type] -- Specify [Text] original, [Photo] original, or [Text/Photo] original.
4. Displays messages and machine status.
5. Destination Fax Number display.
7. [TX Status Report] -- If the confirmation page is turned off, it can be requested on a per-fax basis by pressing this.
8. [TX File Status] -- Press this to pull up a log of all sent fax transmissions and their statuses.
9. [Sub TX Mode] -- Press this and another menu will appear to select [2-sided original].