



Tech Info Library

Newton: How to Send a Fax (9/94)

Revised: 6/5/96
Security: Everyone

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TOPIC -----

How do I send a fax document from my Newton?

DISCUSSION -----

To fax an item from your Newton, such as a note, name card or Date Book appointment, follow these steps:

- 1) Connect your fax modem to your Newton. Most fax modems connect by plugging a cable into the Newton's communication port.
- 2) Set your fax preferences by tapping the Modem selection, then tap X to return the Extras drawer. You will be able to choose the following options:
 - Modem volume
 - How long the modem will wait for an answer
 - Pulse or tone dialing
 - Whether the modem will wait for a dial tone
- 3) Go to the item you would like to send.
- 4) Tap the Action button, then tap Fax. You will see a dialog box which allows you to:
 - Enter the name and phone number of the addressee
 - Select the fax format - plain, letter, memo, or date summary
 - Select manual dialing
 - Select other dialing options - area code, prefix, access code, and credit card number
- 5) If you want to see what your fax will look like before printing, tap

Preview.

6) Tap Fax. The Out Box will automatically appear.

7) Tap Send, then tap Fax. Your fax will be sent.

Article Change History:

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Support Information Services

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