



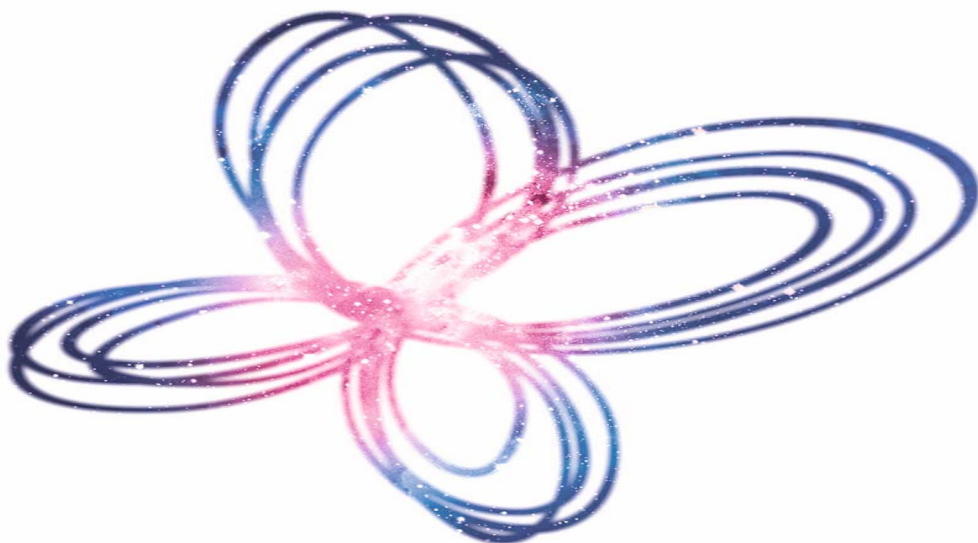
KONICA MINOLTA

Fax Forwarding Guide

This guide explains how to configure forwarding all incoming faxes to an E-mail address, SMB & FTP destination & Memory RX Box. This procedure applies to the following machines:

- BH163/BH211/BH420/BH500/BH600/BH750
- C250/C252/C300/C351/C352/C450
- C203/C253/C353/C451/C550/C650

Please note that fax forwarding is not compatible with Fiery controllers and will not work if one is installed.



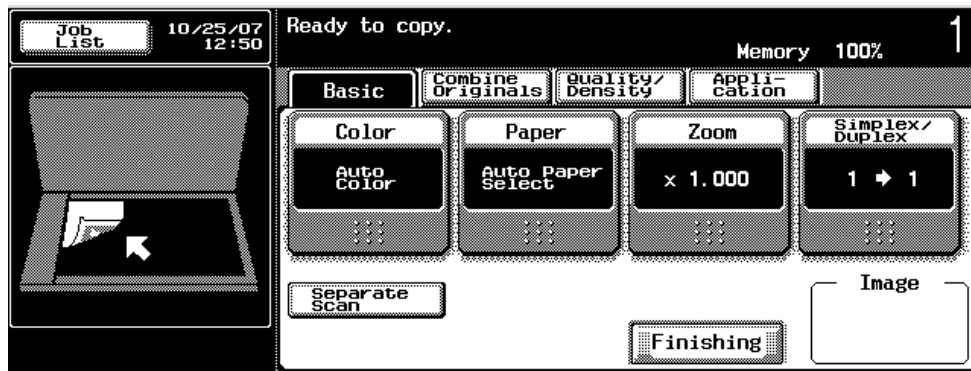
The first step to set up fax forwarding is to configure the machine for scan to E-mail, SMB or FTP.

If your machine has not been configured for scanning, please refer to the Konica Minolta Scanning Guide for details on how to configure this before you set up Fax Forwarding.

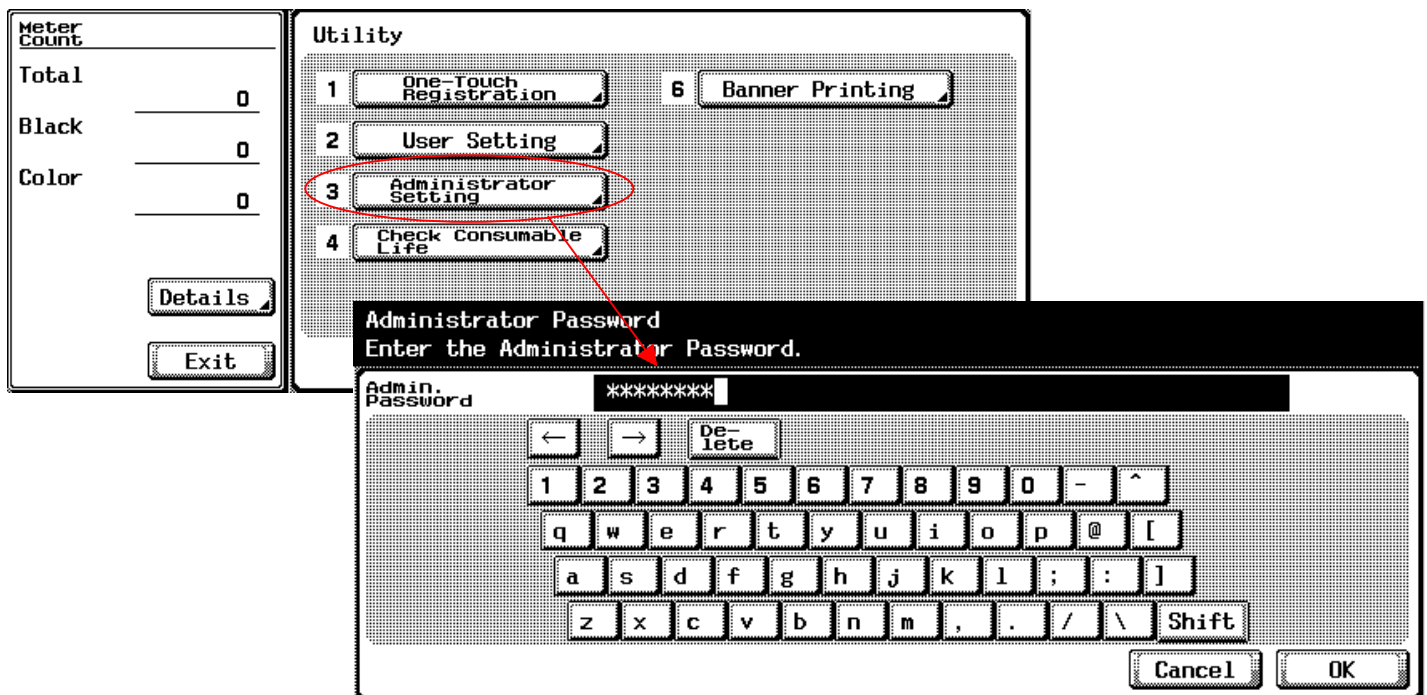
Fax Forwarding

C250/C252/C300/C351/C352/C450/BH420/BH500/ BH600/BH750

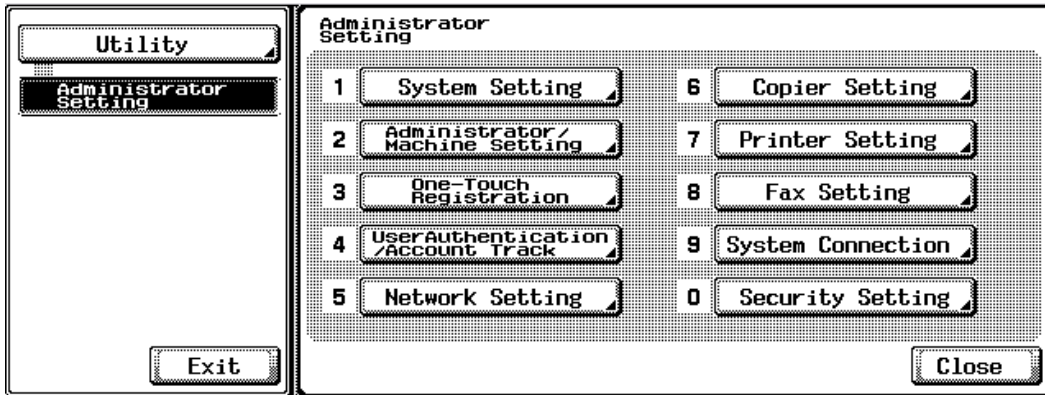
1. At the machine, press the Utility\Counter button



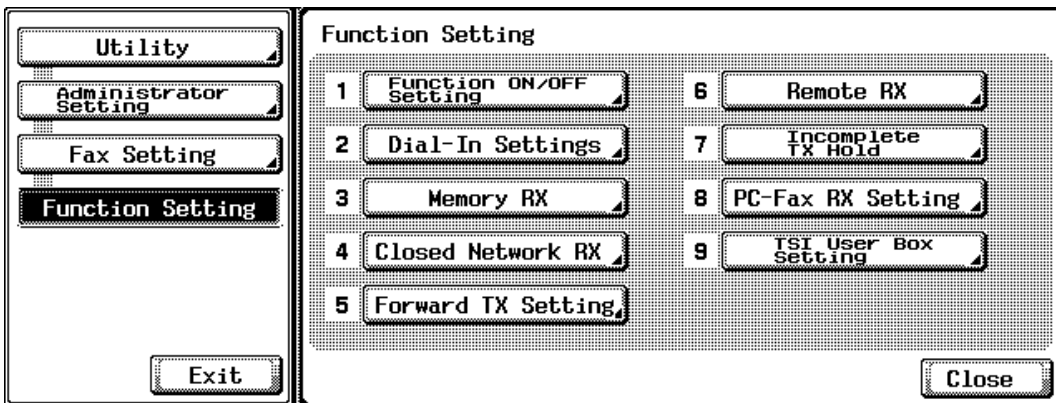
2. Press Administrator Settings and enter the password of 12345678 and press OK



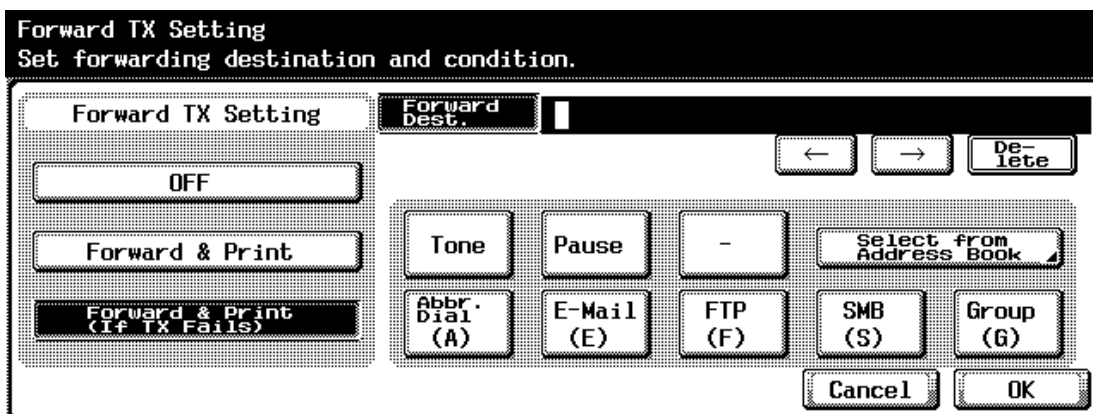
3. Select option '8. Fax Setting'
4. Select option '5. Function Settings'



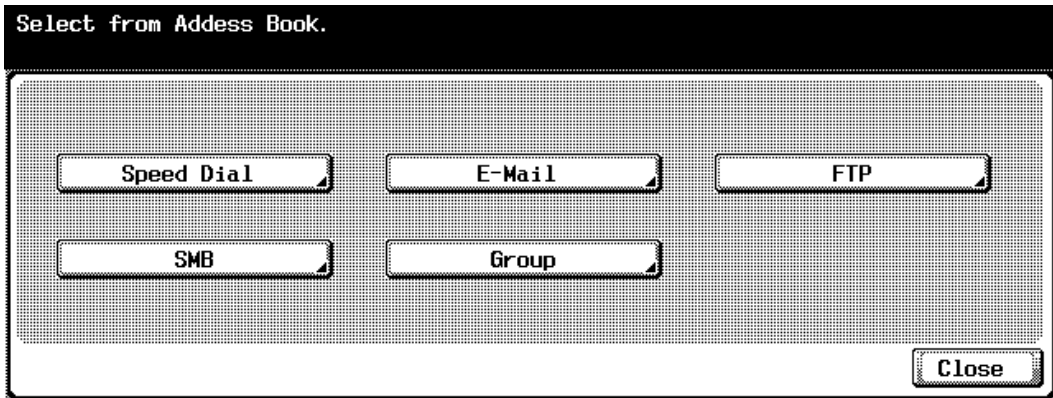
5. Select option '5. Forward TX Setting'



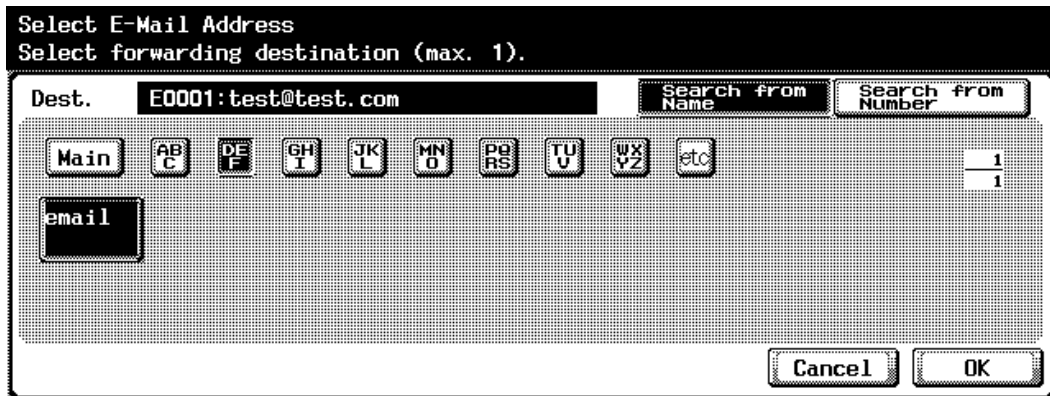
6. Select Forward & Print (If TX Fails)



7. Select 'Select from Address Book'. Choose the method of fax forwarding you are configuring. When you select either E-mail, FTP or SMB you will be taken to the scanning address book where you can choose from one of the one touch scanning buttons that you already have set up.



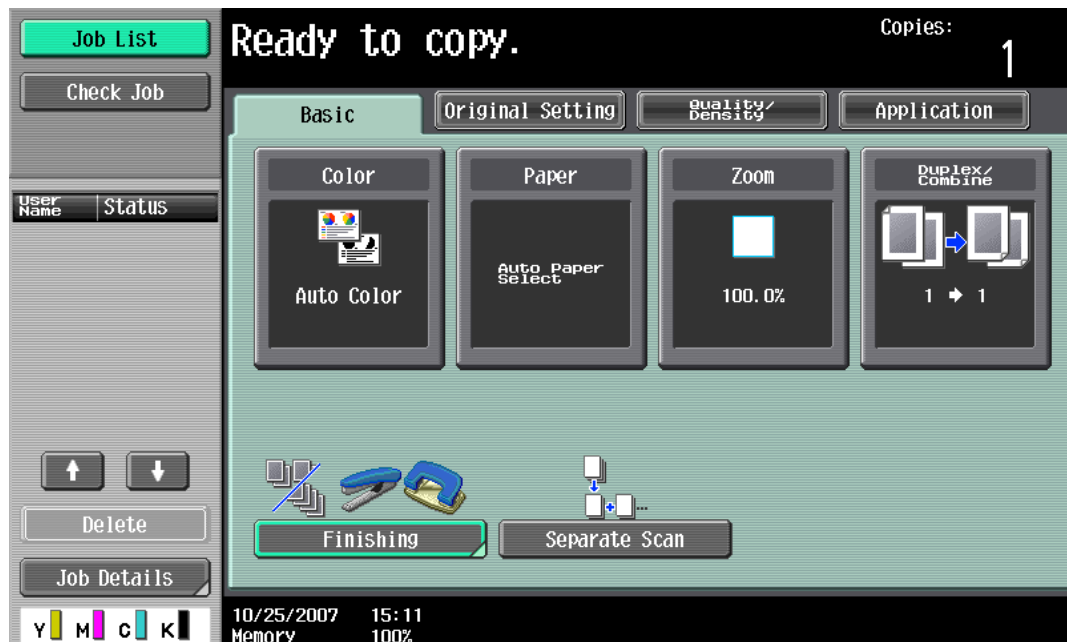
8. Select the destination for the faxes and press OK.



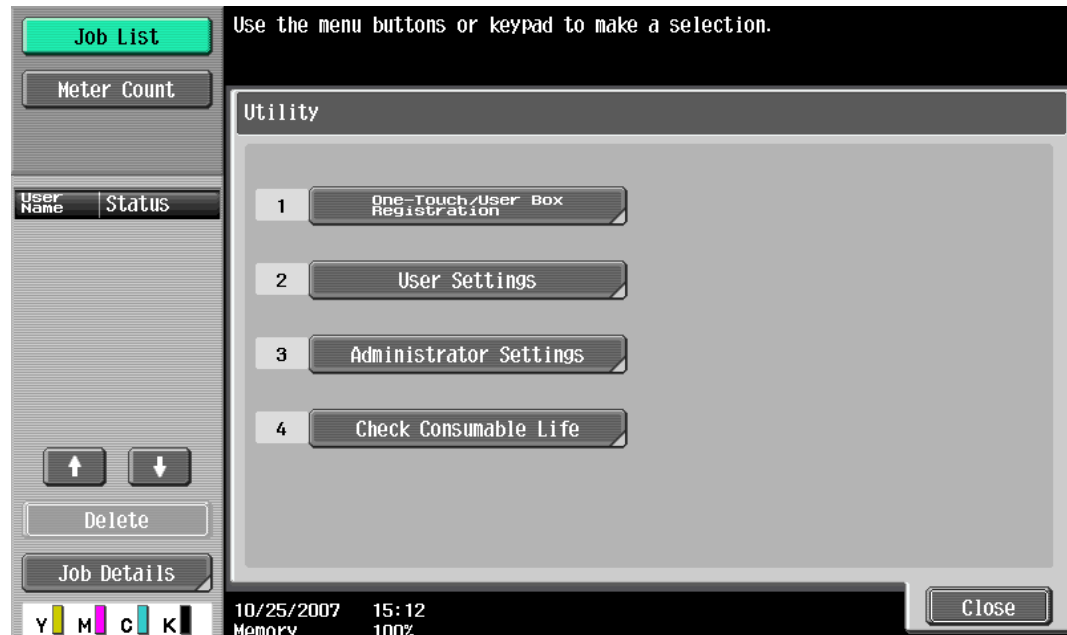
9. You can now click OK or Close to all screens until you return to the copy screen.

C203/C253/C451/C550/C650

1. At the machine, press the Utility\Counter button

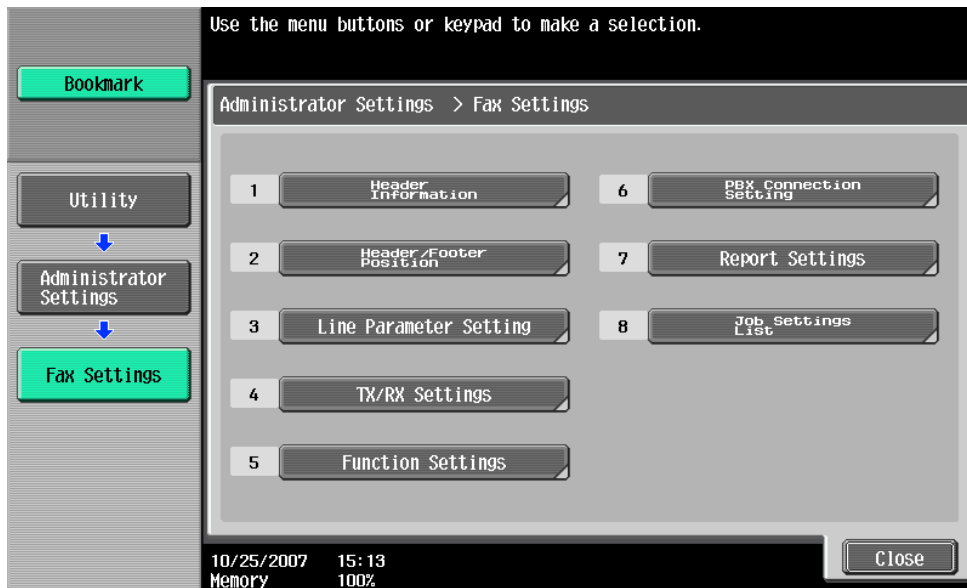


2. Press 'Administrator Settings' and enter the password of 12345678 and click OK



3. Select option '8. Fax Settings'

4. Select option '5. Function Settings'



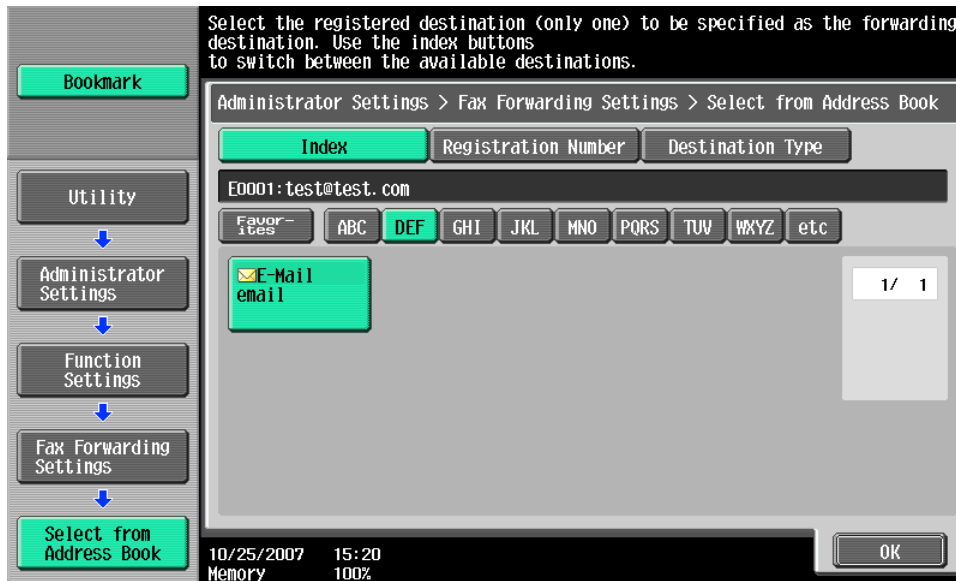
5. Select option '5. Forward TX Settings'



6. Highlight 'Forward & Print (if TX Fails)'

7. Select 'Select from Address Book'. Choose the method of fax forwarding you are configuring. When you select either; E-mail, FTP or SMB you will be taken to the scanning address book where you can choose from one of the one touch scanning buttons that you already have set up.

8. Select the one touch button that you want all faxes to be forwarded to, and press the 'OK' button

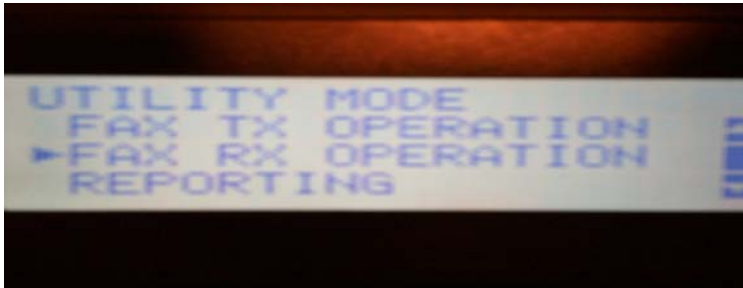


9. You can now close each screen until you return to the copy screen

Bizhub 163/211

Machine LCD Panel

1. At the Machine, Press the "Utility" Button
2. Scroll to "Fax RX Operation"



3. Press "OK"
4. Scroll to "Forward"



5. Press "OK"
6. Scroll to "On"/ "On Print" – set as required



7. Press "OK"
8. Enter the Forwarding Email address that you require



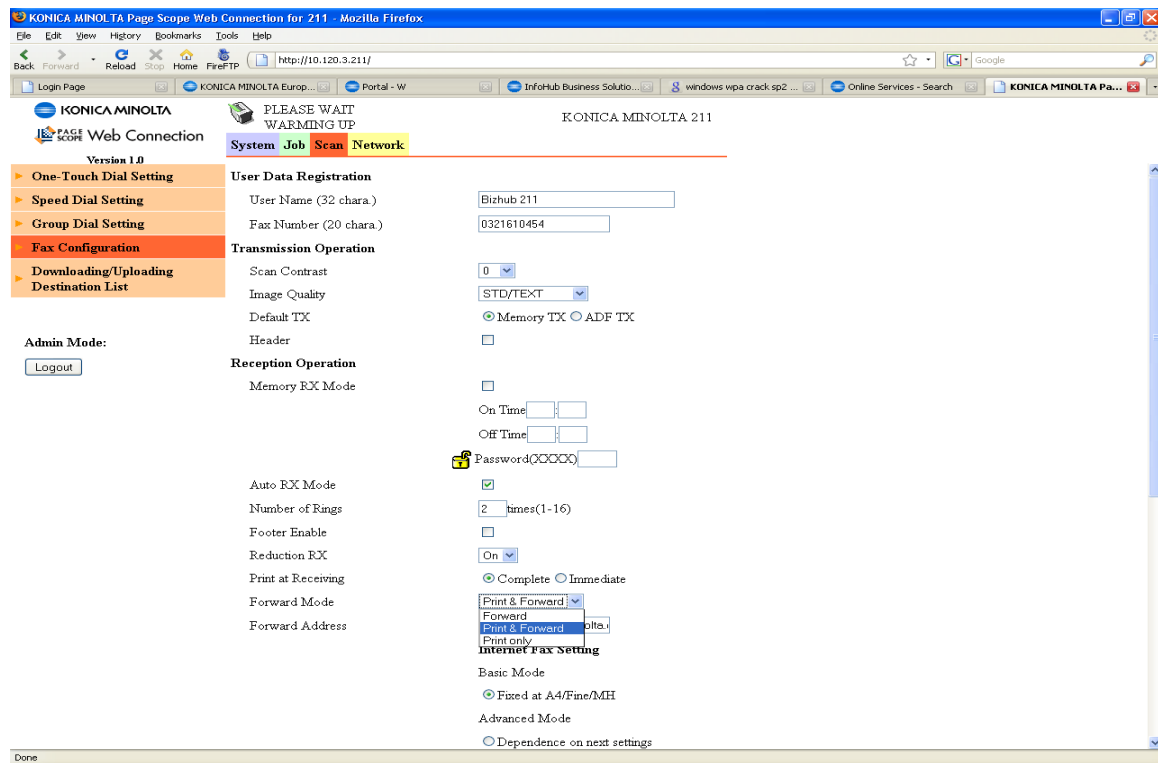
9. Press "OK"
10. Scroll to "Return"



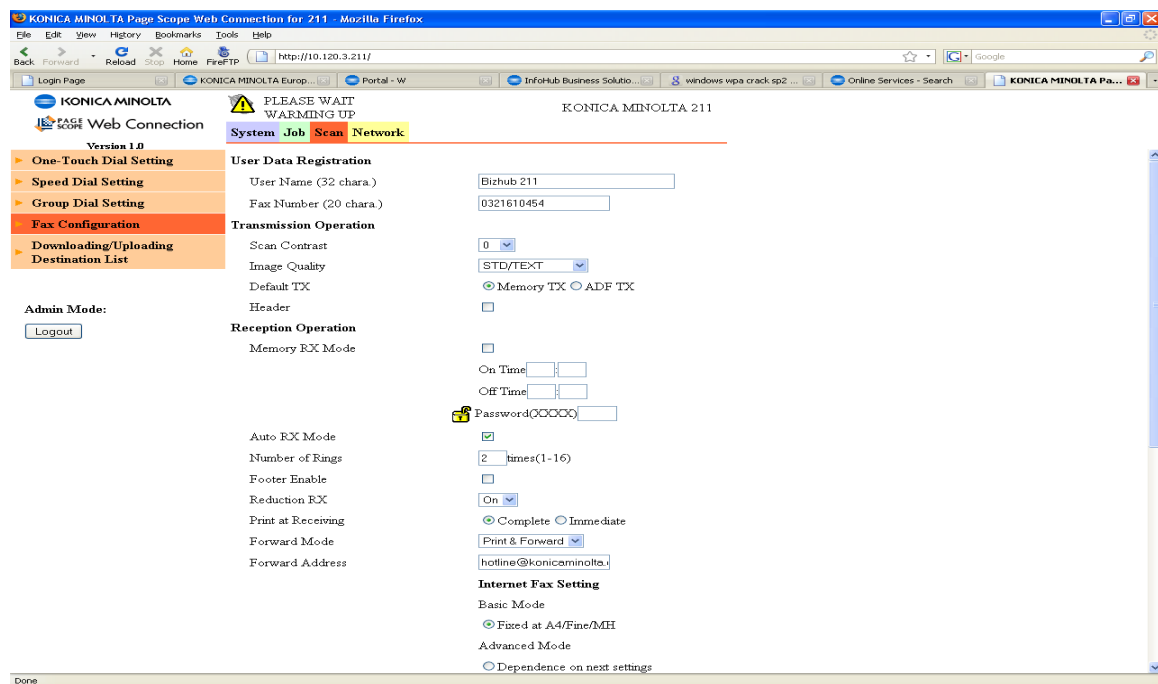
11. Press "OK"
12. Scroll to "Return" again
13. Press "OK" again

Web Browser

1. Enter the machine IP address into the Web Browser address bar, eg:192.168.0.100
2. Login as "Administrator"
3. Select "Scan"
4. Select "Fax Configuration"
5. Enter "User Name", Fax Number, "Forward Mode" – Set as required.



6. Enter "Forward Address".



7. Select "Apply" at bottom of page
8. Logout

*Note:

Machine MUST have a Network card fitted and be configured at minimum for scan to email

Fax will be sent as a TIFF attachment on the Email, this is set within the machine firmware and is irrespective of the "Scan Setting/Image format" mode.