Registering an E-mail Destination

**Note:** When using an e-mail destination the sender (transmission number), you must register the user code previously.


2. Select [System Settings] using [▲] or [▼], and then press the [OK] key.

3. Select [Administrator Tools] using [▲] or [▼], and then press the [OK] key.

4. Select [Address Book Management] using [▲] or [▼], and then press the [OK] key.

5. Select [Program/Change] using [▲] or [▼], and then press
the [OK] key.

6. Enter the registration number you want to program using the number keys or the Quick Dial keys, and then press the [OK] key.

You can automatically specify registration numbers 001-032 by pressing the Quick Dial keys.

Press [Search] to search by name, destination list, registration number, user code, fax number, or folder destination.

7. Press the [OK] key.

8. Press [Dest.].

9. Select [E-mail Settings] using [▲] or [▼], and then press the [OK] key.
10. Enter the e-mail address using the number keys and the Quick Dial keys, and then press the [OK] key.

11. Select [E-mail/Internet Fax Dest.] or [Internet Fax Dest. only] using [▲] or [▼], and then press the [OK] key.

12. Select [Send] or [Do not send] to specify whether or not SMTP server is to be used using [▲] or [▼], and then press the [OK] key.

13. Press [End].


When a group is registered, other e-mail destinations can be added to the group. For the registration procedure, see Registering a Name to Group.