

HP PRODUCT QUICK GUIDE

SETTING A FAX CONFIRMATION PAGE TO BE PRINTED BY DEFAULT

To begin, obtain the IP Address of the device:

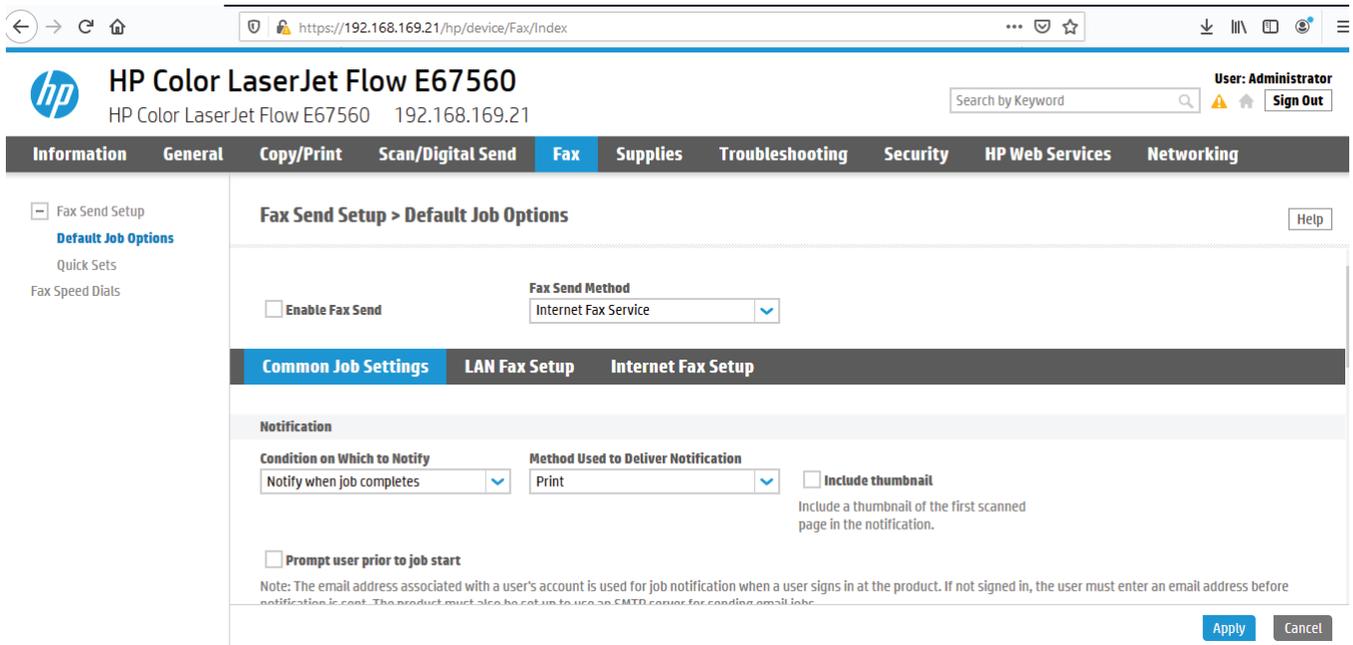
- Go to the Settings icon on the User Control Panel of the device
 - Networking, Ethernet, TCP/IP, IP4 Settings
 - Manual Settings, IP Address

Type the machine's IP address into an internet web browser.

- This will bring you to the Web Access Control Panel
- To sign in the log in will be admin (all lowercase). The password will be admin or 95973.

Now click Fax button in the middle of the gray task bar at the top of the page.

- Under Common Job Settings, change the Notification Condition on which to Notify from Do Not Notify to Notify when job completes.
- Change the Method to Deliver Notification from email to print to receive a physical copy. To receive an email, select that option and type in the destination email address.
- Press the blue Apply button in the lower right corner.



The screenshot shows the HP Color LaserJet Flow E67560 web interface. The browser address bar displays <https://192.168.169.21/hp/device/Fax/Index>. The page title is "HP Color LaserJet Flow E67560" with the IP address "192.168.169.21" below it. The user is logged in as "Administrator" and can click "Sign Out". The navigation menu includes: Information, General, Copy/Print, Scan/Digital Send, Fax, Supplies, Troubleshooting, Security, HP Web Services, and Networking. The "Fax" tab is selected, showing "Fax Send Setup > Default Job Options". On the left, there is a sidebar with "Fax Send Setup", "Default Job Options", "Quick Sets", and "Fax Speed Dials". The main content area has tabs for "Common Job Settings", "LAN Fax Setup", and "Internet Fax Setup". Under "Common Job Settings", there is a "Notification" section with the following options:

- Enable Fax Send
- Fax Send Method: Internet Fax Service
- Condition on Which to Notify: Notify when job completes
- Method Used to Deliver Notification: Print
- Include thumbnail (Note: Include a thumbnail of the first scanned page in the notification.)
- Prompt user prior to job start (Note: The email address associated with a user's account is used for job notification when a user signs in at the product. If not signed in, the user must enter an email address before notification is sent. The product must also be set up to use an SMTP server for sending email jobs.)

At the bottom right, there are "Apply" and "Cancel" buttons.

