Network Fax Module

Sending fax messages to our clients is part of our daily life in the office. MOD2 has developed a module that allows you to send faxes from your MOD2 Software. It is called the "*Network Fax Module*". Your computer does not need to have a modem or a telephone line connected to it. All faxing is done through the Network Fax Server.

Features unique to MOD2 Fax Software

b Allows faxing from any MOD2 workstation

- b Detailed history log of every fax document made
- b A confirmation can be printed after faxing is completed
- b A fax cover sheet can be attached
- þ Reports can be faxed
- b Will keep a history of faxes made to a particular account
- b Excellent fax quality, no image loss
- b Simple and intuitive to use, if you know how to reprint a transaction in MOD2, you can fax it.
- b Network installation, allows multiple users to send faxes from one telephone line.
- b Automatic busy number redials
- b Saves trip of going to fax machine

Typical uses for MOD2 fax software:

- þ Faxing Past Due Invoices
- þ Faxing Packing Lists to Customers
- b Faxing Customer Statements for collection
- b Faxing Purchase Contracts to Suppliers
- b Faxing Dye Orders to Dye House
- b Faxing Cover Sheet with or without attachments
- b Faxing Inventory Reports to Salesrep's
- b Faxing Sales Reports to Banks and many, many more.

Fax System Requirements:

The following are the minimum hardware and software you need to run the Network Fax Module:

486 or higher IBM PC or 100% compatible

16 MB RAM

Windows 95

VGA monitor

14.4 bps Fax Modem with single telephone line

<u>Cost</u>

Contact MOD2 for pricing information

MOD2 Inc. • 3317 South Broadway Los Angeles, CA 90007 • Tel: (213) 747-8424 • Fax: (213) 747-9250 • Web: www.mod2.com • Email: support@mod2.com

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Q: How can we send fax message from MOD2?

Ans: Go to transactions, display what you want to fax, click the "FAX" button and follow the instructions. See below example on how to fax a Packing List.

🙆 MOD2 : User Jo	hn Smith @ Ho	me Secrets										
SALES ORE	DER: 512			Da	ste:	03/31/08	PURCHASE	R: Stay Cool	l Inc.			
QUANTITT	311LL#	DUUE			100m							FRICE
900	123	RED	58"		106%	Polyester						1.00
1651	1									GR.	AND TOTAL	\$1,651.00
			_				_					
Details		Stay-Cool		<<		>>	Notes/Alert	Reprint	Change	Mark-complete	Attachments [0]	Relatives
Revision-His	tory	Fax		Emai	il							
MZD RS	SLB	۱									🖞 Log 🔰 🛕 What's	New Tasks

Q?: Is there a way to add a Cover Sheet to a fax?

Ans: Yes, there is a way. If you are in any transaction, just click the Fax Button and follow the instructions. If you wish to attach a cover sheet, you have to answer "YES" when prompted. See below screen for more details.

				Mod2 Fax Gateway	
Compan	y Name:		MOD2 IN	с.	
Fax Number:		12137479	250 <u>L</u> ookup		
Recent Hi	story				
Sent by	Sent	Туре	Number	Status	
Omeed	09/17/07	GREEN PIN	9V	FAXED	
Daniel	05/14/07	INTERNAL UTR	FC4401	FAXED	
Daniel		INTERNAL UTR	FC4401	CANCEL	
Daniel		INTERNAL UTR	FC3406	CANCEL	
Daniel		INTERNAL UTR	FC3097	CANCEL	
Cover SI	heet:		Aṯta	ch None	
Cover Sl	heet:		Aţta	ch None	

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- *Q*?: What does it mean "<u>Print this fax after sending</u>?"
- *Ans:* It is a printout of what your fax recipient received. It also has Confirmation information printed on it.

Q:: What does the <u>Fax Confirmation</u> printout look like?

Ans: Below is a sample of how the Fax Confirmation looks like.

🏋 De	sign	nc.							
1234	Any Street,	Los Angeles	, CA 90015	Tel:(2	13) 623-8424	Fax:(213) 62			
T	extile S	election	ns.			Statement	Date: 0	6/17/3	18
4 :	560 NO.	Faragut	St.			Cut off Da	ate :u	6/1//:	48
Ci	ulver ci	cy, ca :	90113			Page Number : 1 of 1			
	ET (313)	970-07	0.0			Palanco Da	mmer: 6	43. 733	748 50
14	ED (213)	000 000	0.0			Bast Duo			748 50 /
	(213)	000 000				rabe bae		40.	.,,
INVOICE #	SALESMAN	INV DATE	DUE DATE	AMOUNT	CREDITS	OPEN BAL.	TERMS	LATE	FNCE CHGS
PRV1070	Raguel	12/30/96	02/28/97	4,500.00	2,000.00	2,500.00	Net 60	474	
1082√	Requel	05/05/97	07/04/97	1,000.00	-1,500.00	2,500.00	Net. 60	348	
снк#0	1.000.00		05/05/97	POST DATED					
1162	Raquel	05/22/97	07/21/97	100.00	0.00	100.00	Not 60	331	
1093	Raquel	05/22/97	07/21/97	100.00	0.00	100.00	Net 60	331	
1120	Raquel	05/22/97	07/21/97	4,545.00	0.00	4,545.00	Net 60	331	
1160	Raquel	05/22/97	07/21/97	10,000.00	0.00	10,000.00	Net 60	331	
1117	Raque1	05/22/97	07/21/97	100.00	0.00	100.00	Net 60	331	
1185	Raquel	05/22/97	07/21/97	100.00	0.00	100.00	Net 60	331	
1254	Raguel	05/22/97	07/21/97	100.00	0.00	100.00	Net 60	331	
1169	Raquel	05/22/97	07/21/97	100.00	0.00	100.00	Net 60	331	
1164	Raquel	05/22/97	07/21/97	100.00	0.00	100.00	Net 60	331	
1193	Raquel	05/22/97	07/21/97	100.00	0.00	100.00	Net 60	331	
D111	Raquel	12/11/97	02/09/98	1.00	0.00	1.00	Net 60	128	
D112	Raquel	01/15/98	03/16/98	452.50	0.00	452.50	Net 60	93	
D113	Raquel	02/12/98	02/13/98	11,000.00	0.00	11,000.00		124	
1502	Raquel	04/06/98	06/05/98	950.00	0.00	950.00	Net 60	12	
			L						
BALANCE CURRENT 1.				30	3160	FAX CONFIRMATION			
\$32,748.50 \$0.00 \$950.0			00 \$	0.00	\$0.0 Da	\$0.0 Date Faxed : 06/17/98			
N Please pay	ASAP					Fa: To Du Sta	ne raxed : 1 ked By : F tal Pages : 1 ration : 7 ition # : 3	2:378m Francis (6 s (3668	1

Q?: How can I get a history of all faxes I sent to a particular client?

Ans: Display the Client and click on "Fax Cover".

MOD2 : User John Smith @ Home Secrets							
American International T	'extiles						
Contact: Michael Stern Vernon. CA 50058 Telephone # (213) 555-5300 Host # (213) 450-0021 Moble # () 2nd Tel # () Srd Tel # ()	Notes :						
Suggested Terms : Suggested Disz: 0 Suggested Taxz : 0 Suggested Price : Not Set	Web : Email : Active∕Inactive : ACTIVE						
	Language: Default Outregrov: Default Durgegrov: Billing days: 0						
eccount# opened House 6092 12/21/95 Unlim	Credit Territory ited California Pactory frisher/hydrose						
Note Activity Factor-Codes Associations	Pending-AP Working-Allowance Forms Fax-Cover Fax/Email-History Attachments [0]	Directions Warning Revision-History					
MZD RSL /		🖸 Log 🛛 🛕 What's New 🛛 🔠 Tasks					

(C) MC

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- Q?: I am the manager of the company. I want to get all faxes sent out by a particular user. How will I do that?
- *Ans:* Just go to the Option Menu and select "Monitor Gateway Activity".



Q?: How can I re-send a fax?

Ans: That's easy! As long as you are on the screen of "FAX HISTORY LOG" you can re-send a fax. Just press <Enter> on the fax that you would like to re-send and an **Option Menu** screen will pop-up for you to select the "**Re-Send**" button.

🔗 MOD2 : User John Smith @ Home Secrets										
PREPDATE	PREPTIME	MOD2 USER	RECIPIENT	STATUS	PGS	SECS	SENTDATE	SENT		
04/09/08	09:24am	Daue	Stau Cool	PENDING	Ø	0				
03/05/08	12:11 -==	Select An	Option ∃=-	NCEL	0	0				
02/26/08	11:16 Cano	el this EMf:	AIL	INCEL	0	0				
01/28/08	12:51 Edit	EMAIL of 1	recipient	IAILED	0	4	01/28/08	12:5		
01/25/08	10:39 Re-8	Send		IAI LED	0	4	01/25/08	10:3		
01/25/08	10:36			IAI LED	0	1	01/25/08	10:3		
01/25/08	09:56	1		AILED	0	1	01/25/08	10:3		
01/25/08	09:48 🤇	Back	<u>O</u> k 🌔	IAILED	0	1	01/25/08	10:3		
12/28/07	12:46	DOUNT LUUL	louabee Ar	LAILED	0	1	12/28/07	12:4		
11/27/07	03:17pm	Daniel San	Stay Cool	EMAILED	0	4	11/27/07	03:1		
11/27/07	02:47pm	Daniel San	Stay Cool	EMAILED	0	5	11/27/07	02:4		
11/27/07	02:32pm	Daniel San	Stay Cool	EMAILED	0	1	11/27/07	02:4		
11/09/07	03:15pm	Daniel San	HANJINXIU	CANCEL	0	0				
11/09/07	03:15pm	Daniel San	HANJINXIU	CANCEL	0	0				
11/09/07	03:15pm	Daniel San	HANJINXIU	CANCEL	0	0				
11/09/07	03:15pm	Daniel San	3000 Group	CANCEL	0	0				
11/06/07	06:14pm	Javid Nia	District D	EMAILED	0	1	11/06/07	06:1		
10/15/07	09:55am	Noel	Rocky Buye	CANCEL	0	0				
10/04/07	08:37am	Daniel San	GMAC Comme	CANCEL	0	0				
09/28/07	12:05am	Omeed	Omeed	CANCEL	0	0				
09/13/07	04:29pm	Noel	Mod2	CANCEL	0	0				
09/13/07	04:26pm	Noel	Kumpanya N	CANCEL	0	0				
08/07/07	02:59pm	Noel	Raul Villa	CANCEL	0	0				
08/07/07	02:59pm	Noel	Raguel Ada	CANCEL	0	0				
100 mm	00 00			CO. O. I. I. CO. MILLION.	1.00					