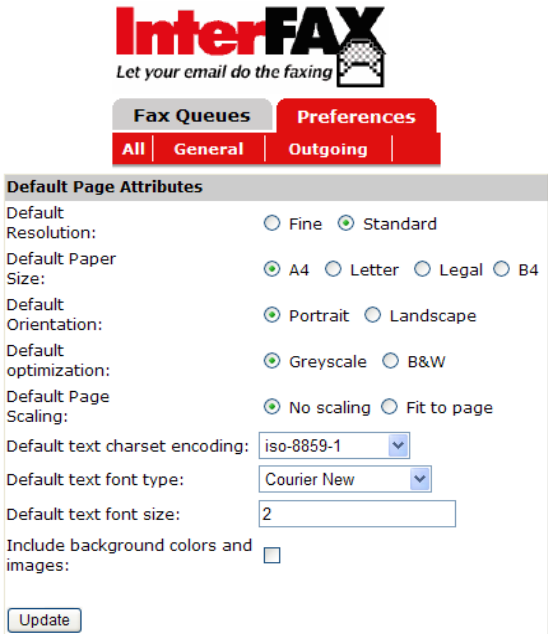
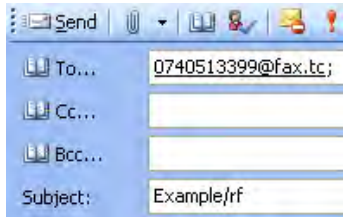
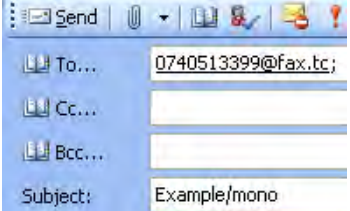
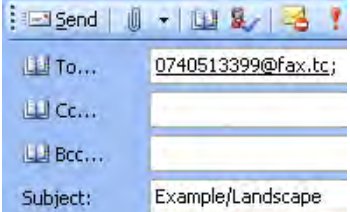
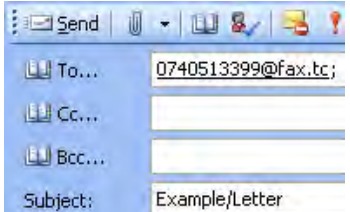


## Fax Page Formatting

<p><b>A Setting up Default Page Formatting</b></p> <p>1. Please go to <a href="http://www.faxem.com.au">www.faxem.com.au</a> and select the <b>InterFAX Login</b> option under the Login drop down menu – enter your username and password to access your InterFAX Account.</p>	<p>You are here: Login</p> <p><b>Username</b> <input type="text"/></p> <p><b>Password</b> <input type="password"/></p> <p><b>Login</b></p>
<p>2. Click on the <b>Preferences</b> tab, then select <b>Outgoing</b> and scroll down to <b>Default Page Attributes</b>.          Here you can change the standard settings for resolution, paper size, scaling etc. of your sent faxes.</p> <p>3. Confirm your selection by clicking on <b>Update</b></p>	 <p>The screenshot shows the InterFAX interface with the 'Preferences' tab selected and the 'Outgoing' sub-tab active. Under 'Default Page Attributes', the following settings are visible:</p> <ul style="list-style-type: none"> <li>Default Resolution: <input type="radio"/> Fine <input checked="" type="radio"/> Standard</li> <li>Default Paper Size: <input checked="" type="radio"/> A4 <input type="radio"/> Letter <input type="radio"/> Legal <input type="radio"/> B4</li> <li>Default Orientation: <input checked="" type="radio"/> Portrait <input type="radio"/> Landscape</li> <li>Default optimization: <input checked="" type="radio"/> Greyscale <input type="radio"/> B&amp;W</li> <li>Default Page Scaling: <input checked="" type="radio"/> No scaling <input type="radio"/> Fit to page</li> <li>Default text charset encoding: iso-8859-1</li> <li>Default text font type: Courier New</li> <li>Default text font size: 2</li> <li>Include background colors and images: <input type="checkbox"/></li> </ul> <p>An 'Update' button is located at the bottom of the settings panel.</p>
<p><b>B Changing Page Attributes for individual faxes within the email subject line</b></p> <p>1. <b>Resolution:</b> Please add the subject line modifier <b>/rs</b> for <b>standard resolution</b> (if default is set to fine) or <b>/rf</b> for <b>fine resolution</b> (if default is set to standard) to the subject line behind the subject matter.          Do not use /rs and /rf at the same time!</p>	 <p>The screenshot shows an email composition window with the following fields:</p> <ul style="list-style-type: none"> <li>To: 0740513399@fax.tc;</li> <li>Cc:</li> <li>Bcc:</li> <li>Subject: Example/rf</li> </ul>

1 Please contact our customer service team on 1300 667 355 if you have any additional enquiries or email [interfax@faxem.com.au](mailto:interfax@faxem.com.au)

<p><b>2. Grayscale:</b> Please add the subject line modifier <b>/gs for grayscale</b> (if default is B&amp;W) or <b>/mono for B&amp;W</b> (if default is grayscale) to the subject line behind the subject matter.          Do not use /gs and /mono at the same time!</p>	
<p><b>3. Page Orientation:</b> Please add the subject line modifier <b>/Landscape</b> (if default is Portrait) or <b>/Portrait</b> (if default is Landscape) to the subject line behind the subject matter.          Do not use /Landscape and /Portrait at the same time!</p>	
<p><b>6. Page Size:</b> Please select the page size for your fax by adding one of the below subject line modifiers to the subject line behind the subject matter if your default setting is different.  <b>/A4</b>  <b>/Letter</b>  <b>/Legal</b>  <b>/B4</b>          Please do not use any of the above page size subject line modifiers together!</p>	

Please note that **multiple subject line modifiers** can be used for one fax/fax broadcast in combination (e.g. Page Size + Resolution: Subject/B4/rs) as long as they are not the same type; e.g. /A4/Legal (both Page Size).

2 Please contact our customer service team on 1300 667 355 if you have any additional enquiries or email [interfax@faxem.com.au](mailto:interfax@faxem.com.au)