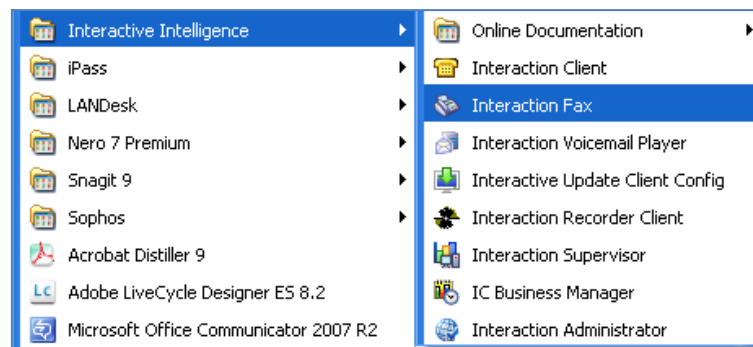


How do I change the 'Sending' organisation when sending a fax?

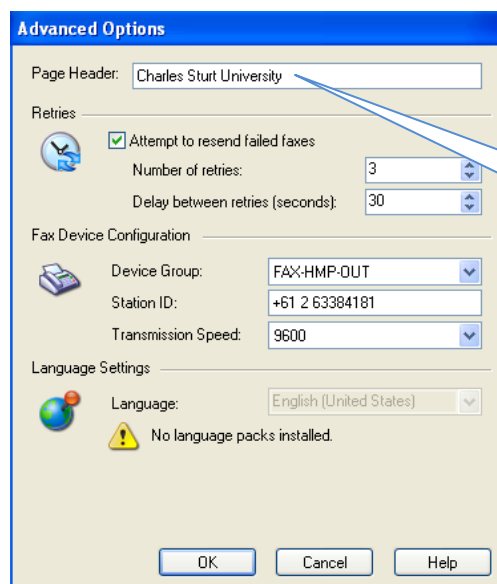
When you send a fax you may wish to change the organisation name which will appear on the header. The Organisation name will display in the letterhead which goes with your fax.

To do this, follow these steps:

- Open Interaction Fax using either the desktop shortcut or through the 'Start' menu by clicking on 'Programs', 'Interactive Intelligence', 'Interaction Fax'



- Go to 'Tools', then choose 'Options'
- Click OK to connect if the box shows
- Click Advanced Options down the bottom right
- Change what appears in the 'Page Header' text box to what you wish it to say in the fax header of the outgoing fax



Insert Organisation name here

- Click OK then OK again and close Interaction Fax, this setting will remain unless Interaction Fax is reinstalled