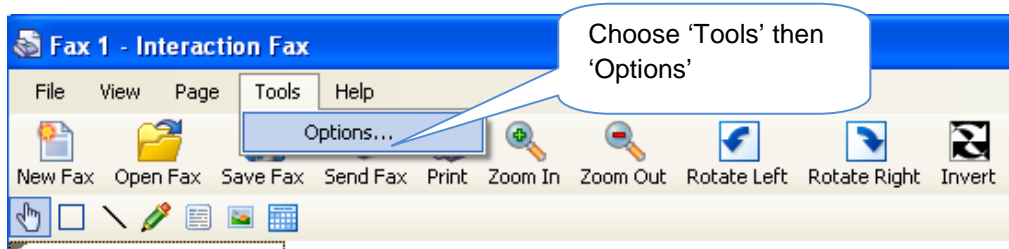


How do I configure my fax software so I receive a notification that my fax has either been sent successfully or failed?

Sometimes when you send a fax you want to know that it has reached its destination successfully. You can set up a notification within your IC Fax software so you can tell that it has either been delivered successfully or failed.

To set up these notifications you need to open the IC Fax screen and choose 'Tools' and 'Options':



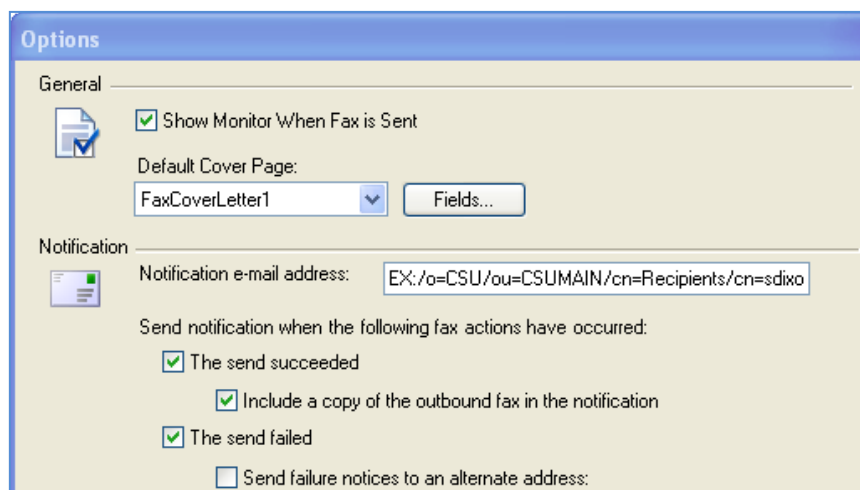
One down from the top of the 'Options' window in the 'Notification' section you will see a couple of options which you can select by clicking in the box provided. These are:

- The Send succeeded – this will send you an email message to let you know that the fax reached its destination successfully
- The Send Failed - this will send you an email message to let you know that the fax did not reach its destination

After you have selected these options you will be able to select an option which sits between the other two. It is:

- Include a copy of the outbound fax in the notifications – you may want to tick this so you have a complete record of what you have sent

The window where you will find these options looks like this:



Once you have set up these options you will receive notifications for any fax you send until you go back into the 'Tools' and 'Options' and remove the ticks.

If you have set up these options you will receive an email notification every time you send a fax. And you will have a record of everything you have sent in your email. It will look like this:

