

Faxing using Windows XP

Setting Up and Configuring Windows XP Fax

The fax service isn't automatically installed in Windows XP. To install the fax component:

1. Open **Control Panel**, and click **Add or Remove Programs**.
2. Click **Add/Remove Windows Components**. Select the **Fax Services** check box, and then click **Next**. The **Windows Component Wizard** takes care of the rest.

Note: Must have a modem installed on your computer. Make sure the modem is connected to a phone line and the phone line is connected to a wall jack. (You'd be surprised how often folks overlook these details.)

After the fax component is installed, the next step is configuring it. You configure the Fax service in the **Fax Console**, the center for faxing tasks. To configure the Fax Console, On the **Tools** menu in Fax Console, click **Configure Fax**, which starts the **Fax Configuration Wizard**. Follow instructions given.

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