



LASERJET ENTERPRISE 700 COLOR MFP

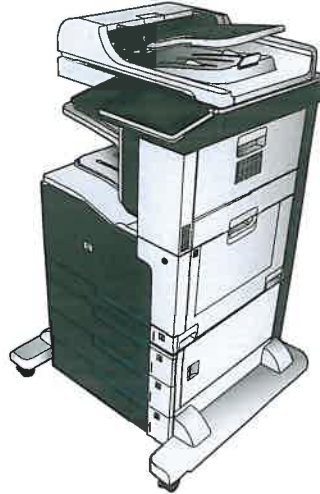
User Guide



M775dn



M775f



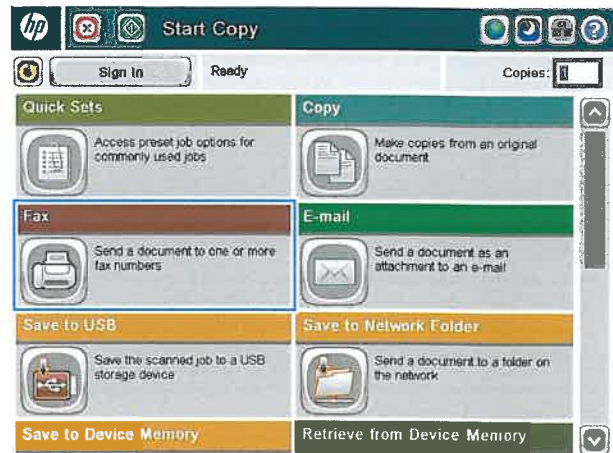
M775z



M775z+

Create a speed dial list

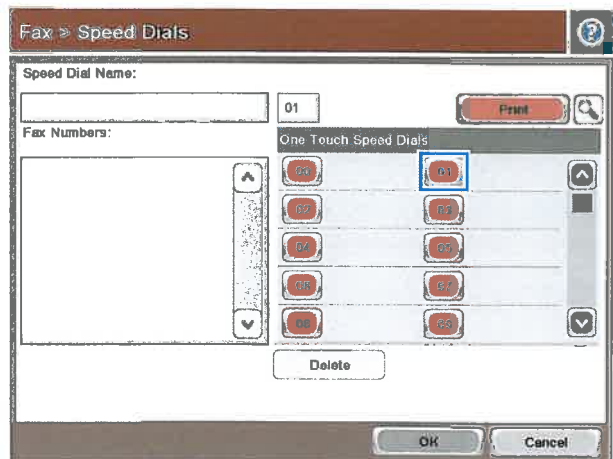
1. From the Home screen on the product control panel, touch the **Fax** button.



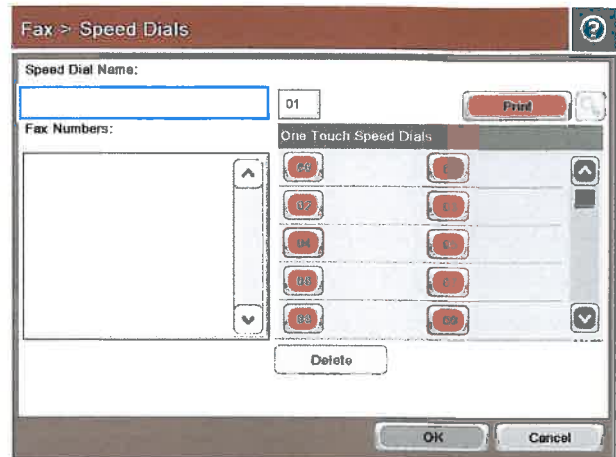
2. Touch the **Speed Dials** button to display the **Speed Dials** screen.



3. Touch one of the unassigned **One Touch Speed Dials** numbers.



4. Touch the **Speed Dial Name** field to display the keyboard.



5. Type a name for the speed dial.



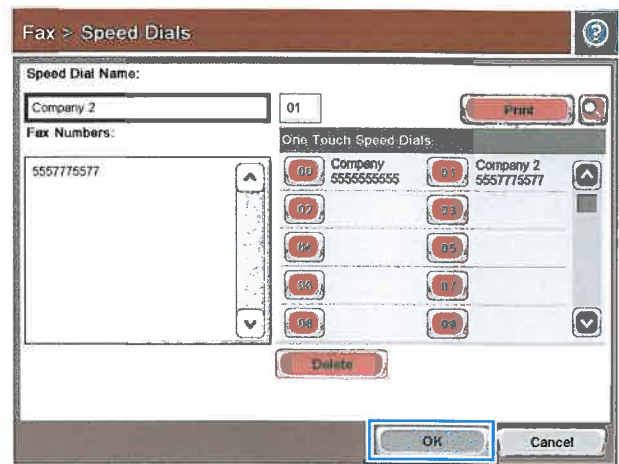
6. Type a fax number for the speed dial.

NOTE: To enter additional fax numbers for a speed dial, touch the screen to the right of the last digit of the previously entered fax number. When the cursor appears, touch the enter key to move the cursor to the next line. Repeat this step to enter all the numbers for the speed dial.

Touch the **OK** button.

7. The name and fax number (or numbers) display next to the selected **One Touch Speed Dials** number.

Touch the **OK** button to return to the **Fax** screen.



Add a number to an existing speed dial list

1. From the Home screen on the product control panel, scroll to and touch the **Fax** button.
2. Touch the **Speed Dials** button to display the **Speed Dials** screen.
3. Touch the **One Touch Speed Dials** number of the list to be edited.
4. Touch the down arrow on the **Speed Dial Name** box to open the drop-down menu.
5. Touch the **Fax Numbers** item.
6. To add a fax number for a speed dial name, touch the screen to the right of the last digit of the last fax number in the list. When the cursor appears, touch the enter key to move the cursor to the next line and then type the fax number.
7. Touch the **OK** button to return to the **Speed Dials** screen.
8. Touch the **OK** button to return to the **Fax** screen.

Delete a speed dial list

1. From the Home screen on the product control panel, scroll to and touch the **Fax** button.
2. Touch the **Speed Dials** button to display the **Speed Dials** screen.
3. Touch the **One Touch Speed Dials** number of the list to be deleted.
4. Touch the **Delete** button.
5. Touch the **Yes** button to confirm the deletion of the speed dial list and to return to the **Fax** screen.

Delete a single number from a speed dial list

1. From the Home screen on the product control panel, scroll to and touch the **Fax** button.
2. Touch the **Speed Dials** button to display the **Speed Dials** screen.
3. Touch the **One Touch Speed Dials** number of the list to open the keyboard.
4. Touch the down arrow on the **Speed Dial Name** box to open the drop-down menu and then touch the **Fax Numbers** option.
5. Scroll through the list of fax numbers and touch the screen to the right of last digit of the fax number to be deleted. Use the backspace key to delete the fax number.
6. Touch the **OK** button to return to the **Speed Dials** screen.
7. Touch the **OK** button to return to the **Fax** screen.