

The logo for 'efax' features a green square with a white 'e' inside, followed by the word 'fax' in a purple, lowercase, sans-serif font.

Client v5.06

Installation Guide

Telecom New Zealand Limited 2000©

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NEW ZEALAND



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Introduction

Before you begin

Before you begin installing eFax, please check the following:

- You have received confirmation that your application for the eFax service has been processed. The confirmation message includes:
 - an Identity Token to use during installation, *and*
 - a Registered User ID and password for the eFax Registered Users internet page.

Note: These values can be used by multiple users at your site.

- If you are installing eFax on Windows NT Workstation 4.x or Windows NT Server 4.x, then you must be logged in as the Administrator for that machine.

Installing eFax from our CD-ROM

Refer to the **Installing eFax** section, later in this Installation Guide

Installing eFax after downloading from the internet

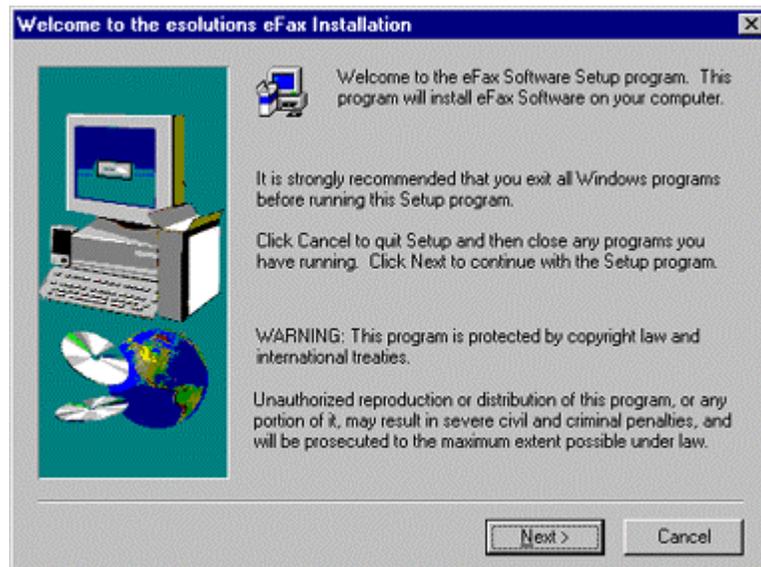
1. Used Windows Explorer or the Windows Find function to locate the eFaxInstall.exe file on your PC.
2. Double-click the eFaxInstall.exe file to start installation. Refer to the **Installing eFax** section, later in this Installation Guide

Installing eFax

When install begins, the **eFax – Welcome** screen is displayed :

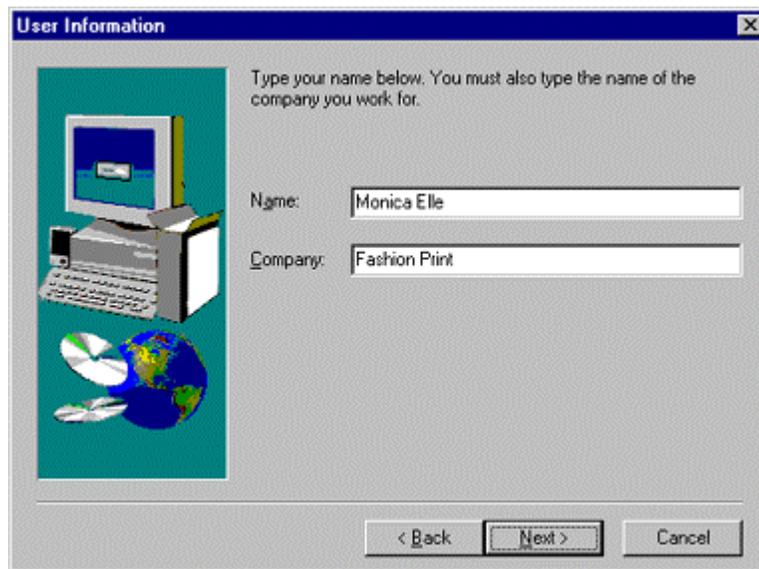


1. Click on the **Finish** button to continue with the installation. The **Welcome to the esolutions eFax Installation** screen displays.



Installing eFax, Continued

2. Click on the **Next** button. The **User Information** screen displays.



The **User Information** dialog box has a blue title bar and a close button. On the left is a graphic of a computer monitor, keyboard, mouse, and a globe. The main text reads: "Type your name below. You must also type the name of the company you work for." There are two text input fields: "Name:" containing "Monica Elle" and "Company:" containing "Fashion Print". At the bottom are three buttons: "< Back", "Next >", and "Cancel".

Enter your **Name** and **Company** details.

3. Click on the **Next** button. The **Your Configuration Details** screen displays.



The **Your Configuration Details** dialog box has a blue title bar and a close button. On the left is the same graphic as the previous screen. The main text reads: "The following information will be used to access the eFax Service. Please ensure that the following details are correct." There are three text input fields: "Full Name" containing "Monica Elle", "Company" containing "Fashion Print", and "Email Addr." containing "melle@fashionprint.co.nz". At the bottom are three buttons: "< Back", "Next >", and "Cancel".

Enter your email address in the **Email Addr .** field.

Note: Click on the **Back** button to go back to a previous screen. Click on the **Cancel** button at any time to stop the installation process.

Installing eFax, Continued

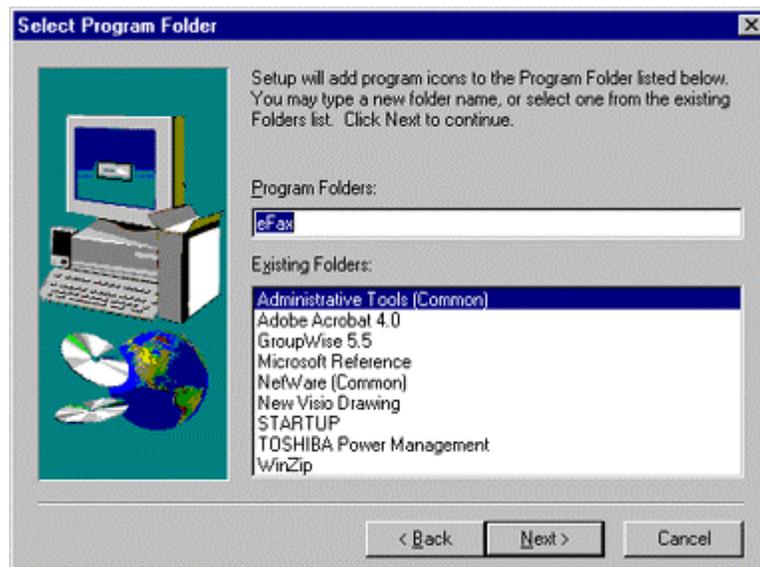
- Click on the **Next** button. The **Choose Destination Location** screen displays.



Select the Destination Folder where you want eFax installed, either:

- Click **Next** to accept the default installation folder C:\Program Files\efax, *or*
- Click **Browse** to select a different location for installation.

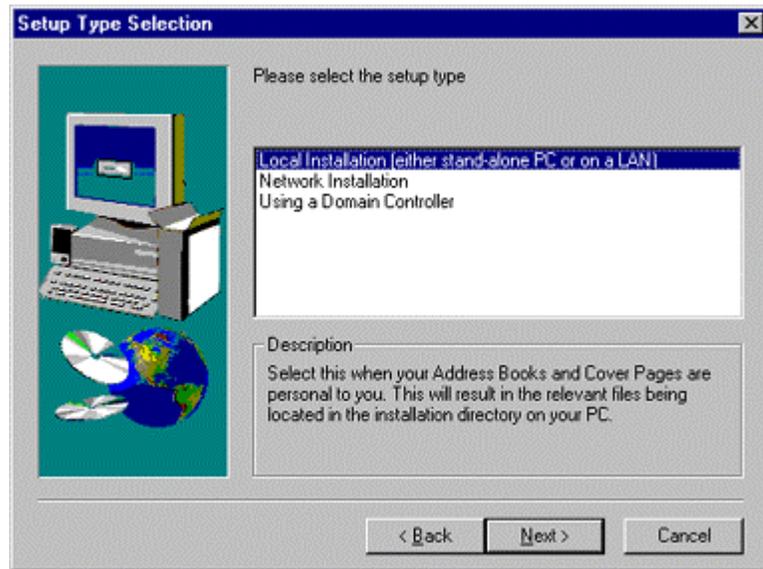
- Click on the **Next** button. The **Select Program Folder** displays.



Select a Program Folder in which you want eFax icons to appear. The default Program Folder is eFax.

Installing eFax, Continued

6. Click on the **Next** button. The **Setup Type Selection** screen displays.

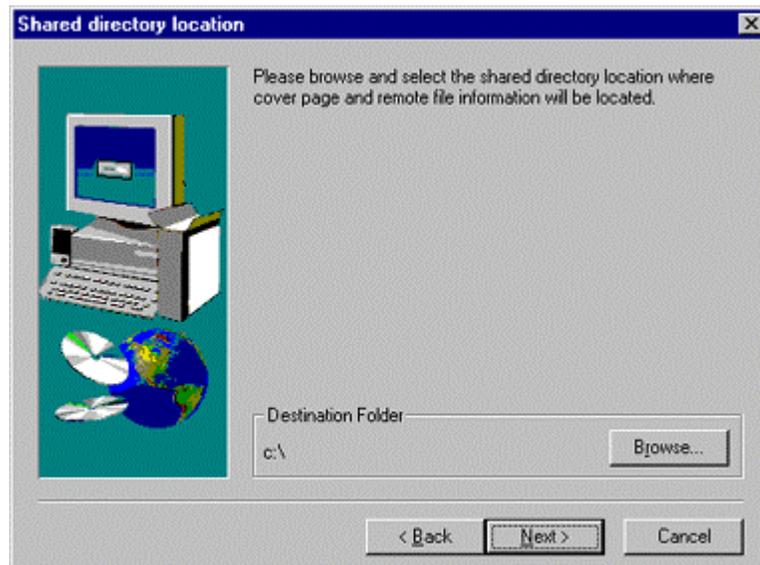


Select the setup type for the installation:

- **Local Installation** if only the users of this PC will have access to cover pages and remote files.
- **Network Installation** if you require remote files or cover pages to be shared between users.
- **Using a Domain Controller** if you are using eFax in conjunction with the **eFax** Sendservice gateway.

Installing eFax, Continued

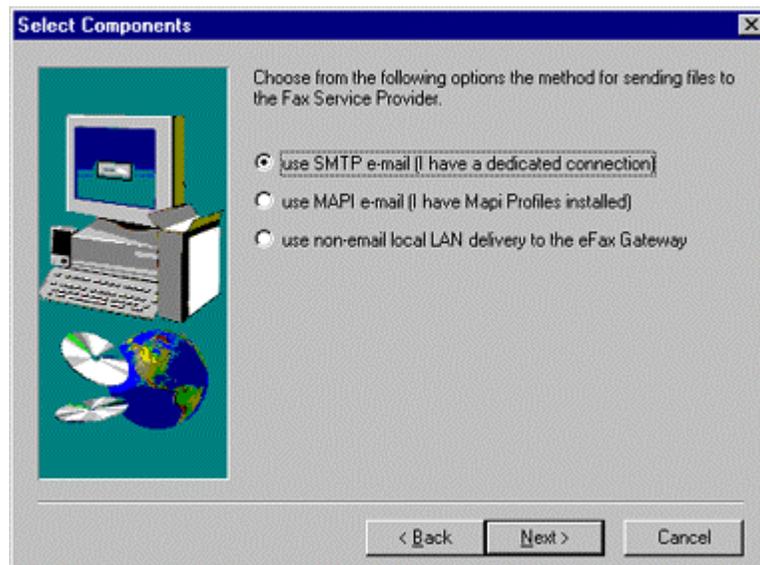
- Click on the **Next** button to continue with the installation. If you selected a Network Installation or Using a Domain Controller, the following screen is displayed if not continue to Step 8.



Select a network directory location where cover page and remote file information will be shared on a LAN.

Note: The same directory should be specified on each PC that will share the cover page(s) or remote file(s).

- Click on the **Next** button. The **Select Components** screen displays.



Installing eFax, Continued

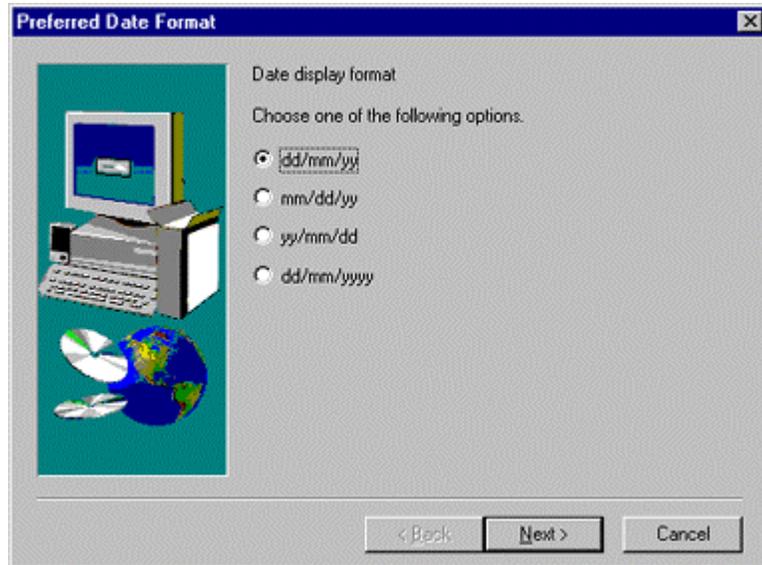
Select a method of sending files to the eFax service:

- SMTP e-mail if you are using an SMTP gateway.
- MAPI e-mail if you are using Microsoft Outlook or Exchange.
- Non-email local LAN delivery if you are using eFax in conjunction with a eFax Sendservice gateway.

9. Click on the **Next** button to copy the relevant installation files to the PC.

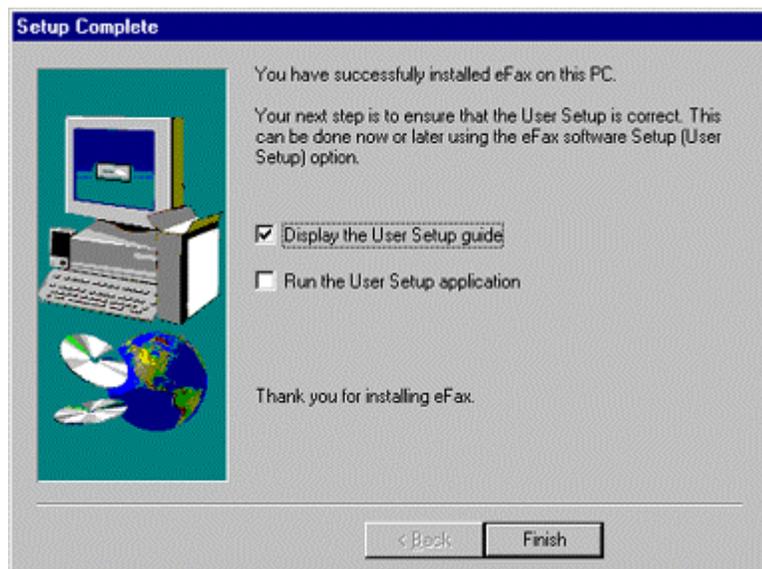
Note: This process may take several minutes.

10. Once installation of files to the PC has finished, the **Preferred Date Format** screen displays.



Select the date display format that you prefer.

11. Click on the **Next** button to complete the installation. The **Setup Complete** screen is displayed:



Installing eFax, Continued

Installation of the application is now complete. Click in the check boxes if you want the User Setup guide displayed and/or the User Setup application run.

Note: The User Setup application must be run to complete the configuration of eFax. (User Setup can also be run from the eFax application).

Click on the **Finish** button to close the **Setup Complete** screen.

User Setup

Run the User Setup application

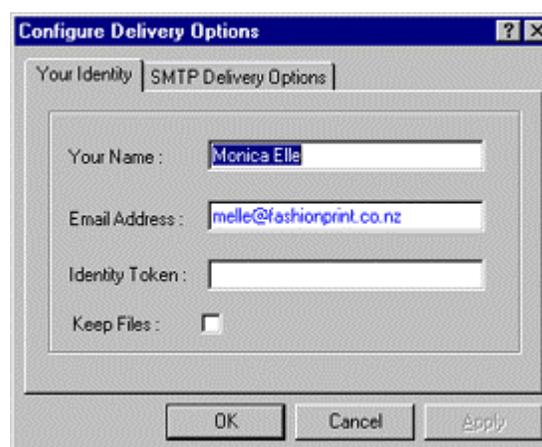
User Setup application is run to configure the delivery options for eFax. The screen will vary depending on whether you selected MAPI, SMTP or Local Domain Controller during installation. Refer to the appropriate section below.

To access User Setup follow the menu path *Setup > User Setup*.

Note: If you want eFax to store a local copy of all the files sent from this PC, click the Keep Files checkbox. The files will be stored on the PC, in a directory under the eFax directory.

SMTP

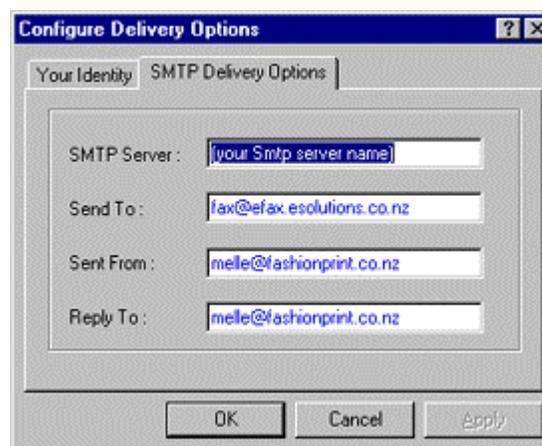
For SMTP setup:



The screenshot shows the 'Configure Delivery Options' dialog box with the 'SMTP Delivery Options' tab selected. The 'Your Identity' tab is also visible. The fields are: 'Your Name' (Monica Elle), 'Email Address' (melle@fashionprint.co.nz), 'Identity Token' (empty), and 'Keep Files' (unchecked). Buttons for 'OK', 'Cancel', and 'Apply' are at the bottom.

1. Enter your **Identity Token** on the [Your Identity] tab.
2. Click the [SMTP Delivery Options] tab, and enter your **SMTP Server**.

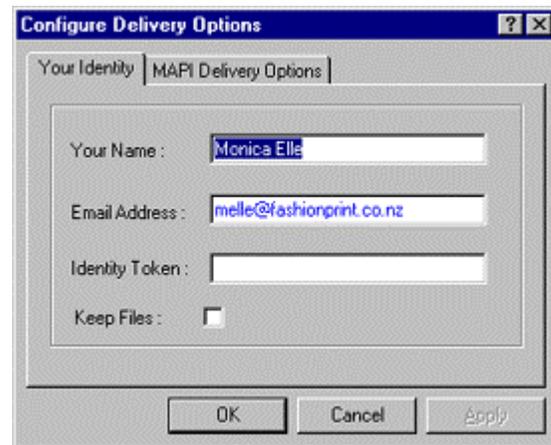
Note: The server can be specified as either a host name or a TCP/IP address, for example, smtp.ourcompany.co.nz or 202.27.254.215.



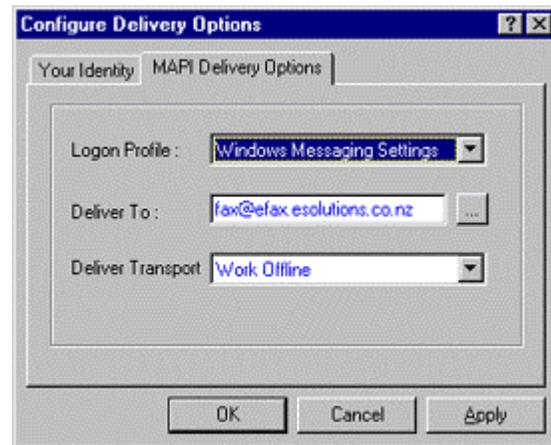
The screenshot shows the 'Configure Delivery Options' dialog box with the 'SMTP Delivery Options' tab selected. The fields are: 'SMTP Server' (your Sntp server name), 'Send To' (fax@efax.esolutions.co.nz), 'Sent From' (melle@fashionprint.co.nz), and 'Reply To' (melle@fashionprint.co.nz). Buttons for 'OK', 'Cancel', and 'Apply' are at the bottom.

MAPI

For MAPI setup:



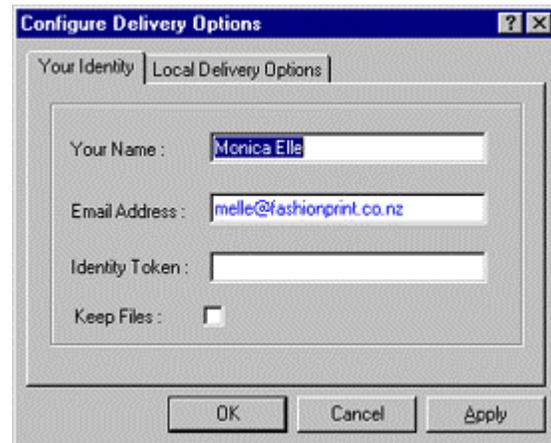
1. Enter your **Identity Token** on the [Your Identity] tab.
2. Click the [MAPI Delivery Options] tab.



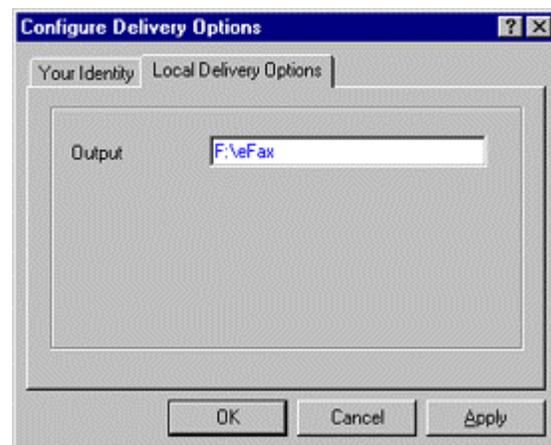
3. Select a **Logon Profile**
4. Select a **Deliver Transport** method:
 - Work Offline for Network.
 - As appropriate for a standalone modem

Local Domain Controller

For Local Domain Controller setup:



1. Enter your **Identity Token** on the [Your Identity] tab.
2. Click the [Local Delivery Options] tab.



3. Select an **Output** destination on the LAN where files from eFax are stored to await processing.
Note: The same destination will apply for all eFax users.