



Telecom New Zealand Limited 2000[©]



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	1. Used Windows Explorer or the Windows Find function to locate the eFaxInstall.exe file on your PC.
from the internet	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.

Welcome to the esolution	ns eFax Installation	×
	Welcome to the eFax Software Setup program. This program will install eFax Software on your computer.	8
	It is strongly recommended that you exit all Windows programs before running this Setup program.	
	Click Cancel to quit Setup and then close any programs you have running. Click Next to continue with the Setup program.	
	WARNING: This program is protected by copyright law and international treaties.	
	Unauthorized reproduction or distribution of this program, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under law.	, t
	Next> Cancel	

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

User Information			×
	Type your n company yo	ame below. You must also type the name of the u work for.	
2	Ngme:	Monica Elle	
	<u>C</u> ompany:	Fashion Print	1
			-
		<u>Back</u> <u>Next></u> Cancel]

Enter your Name and Company details.

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

Your Configuration Deta	s de la companya de l	×
	The following information will be used to access the eFax Service Please ensure that the following details are correct.	
	Full Name Monica Elle	
	Company Fashion Print	
	Email Addr. melle@fashionprint.co.nz	
	< Back Next> Cancel	

Enter your email address in the Email Addr. field.

<u>Note:</u> 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.

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

Choose Destination Loca	ation	×
	Setup will install eFax Software in the following folder.	
	To install to this folder, click Next.	
	To install to a different folder, click Browse and select another folder.	
	You can choose not to install eFax Software by clicking Cancel to exit Setup.	
	Destination Folder c:\Program Files\eFax Browse	
	< <u>B</u> ack Next> Cancel	

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

Select Program Folder		×
	Setup will add program icons to the Program Folder listed below. You may type a new folder name, or select one from the existing Folders list. Click Next to continue.	
	Program Folders:	
	eFax	
Reserve	Existing Folders:	
	Administrative Tools (Common) Adobe Acrobat 4.0 GroupWise 5.5 Microsoft Reference NefWare (Common) New Visio Drawing STARTUP TOSHIBA Power Management WinZip	
	< <u>B</u> ack <u>N</u> ext> Cancel	

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

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

Setup Type Selection		х
	Please select the setup type	
	Local Installation (either stand-alone PC or on a LAN) Network Installation Using a Domain Controller	
2	Description Select this when your Address Books and Cover Pages are personal to you. This will result in the relevant files being located in the installation directory on your PC.	
	< <u>B</u> ack <u>N</u> ext> Cancel	

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.

 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.

Shared directory location		×
	Please browse and select the shared directory location where cover page and remote file information will be located.	
	Destination Folder c:\Browse	
	< Back Next> Cancel	

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

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

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

Select Components	×
	Choose from the following options the method for sending files to the Fax Service Provider.
	< <u>B</u> ack <u>N</u> ext> Cancel

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.

Preferred Date Format		x
	Date display format Choose one of the following options.	
	< Beck Next > Cancel	

Select the date display format that you prefer.

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

Setup Complete	
	You have successfully installed eFax on this PC.
-	Your next step is to ensure that the User Setup is correct. This can be done now or later using the eFax software Setup (User Setup) option.
	Display the User Setup guide
	Run the User Setup application
	Thank you for installing eFax.
	< Book Finish

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.

<u>Note:</u> 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*.

<u>Note:</u> 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:

		-0
Your Name :	Monica Elle	
Email Addres	s : melle@fashionprint.co.nz	-
Identity Toke	n:	
Keep Files :	Г	

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

<u>Note:</u> 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.

nfigure Delivery	Options	?
Your Identity SMTR	Delivery Options	
SMTP Server :	(your Smtp server name)	_
Send To:	fax@efax.esolutions.co.nz	
Sent From :	melle@fashionprint.co.nz	
Reply To :	melle@fashionprint.co.nz	
Reply To :	mele@fashionprint.co.nz	
	0K Cancel	Apply

For MAPI setup:

onfigure Delivery	Options	?
Your Identity MAP	Delivery Options	
Your Name :	Monica Elle	
Email Address :	melle@fashionprint.co.nz	
Identity Token :		
Keen Files -	Г	

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

Logon Profile	: Windows Messaging S	ettings 🔽
Deliver To :	fax@efax.esolutions.co	.nz
Deliver Trans	port Work Offline	-

- 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:

Your Name :	Monica Elle
Email Address :	melle@fashionprint.co.nz
Identity Token :	
Keep Files :	Г

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

our Identity	ocal Delivery Options	
Output	F:\eFax	

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