

Tip!

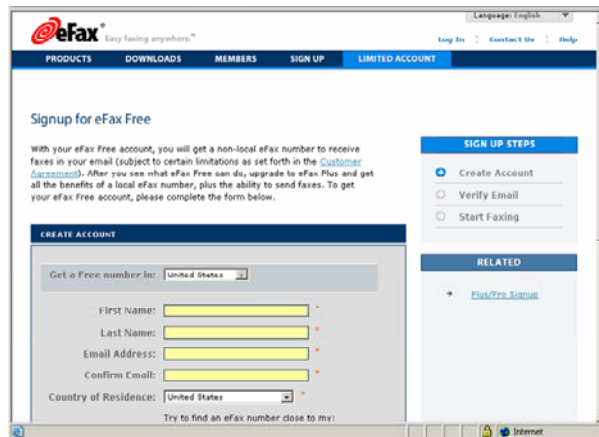
Electronic fax services will allow you to receive faxes as image attachments (.tif, .pdf, .jpg) which can be easily opened and viewed on your BlackBerry!
 Note: You'll probably want to work with a service that supports faxes sent to you in Adobe .PDF format so you can read beyond page 1 of your faxes!

Receiving and Viewing a FAX on Your BlackBerry

You can receive faxes and view them on your BlackBerry for free! In just a few minutes, you can get a free fax number and start receiving faxes. What happens is you sign up for a service that has a bunch of fax servers and get a new fax number. Each fax received to your new fax number is converted to an image file and emailed to you. That email you receive has an image attachment and can therefore be opened by the BlackBerry's attachment viewing software. That gives you the capability to receive and view (and forward or respond via email or phone) to faxes right on your BlackBerry, whether you are across town or across the country from your fax machine.

For the free service, you can use any of a number of electronic fax services – there are many out there. If you do a “Google” search for “electronic fax”, you'll find dozens. Almost all of these services will give you a non-local fax number and allow you to receive a limited number of fax pages per month for free. For the purposes of this book, we'll describe the fax service that we happen to use called eFax.

To set up a free eFax account go to this web page:
<https://www.efax.com/en/efax/twa/signupFree?currency=USD>



Enter your contact information and email to receive your faxes. The setup is almost instantaneous. Try a test fax and see how it works.

Once you receive your email, then you'll need to highlight the [1 Attachment] in the email, click the trackwheel and use the “Open Attachment” menu item. For more help, please see the “[E-Mail Attachment Viewing](#)” section of this book.

TIP: If you want to view more than page 1 of the fax, you will need to adjust the fax attached image format to Adobe PDF. If you cannot do it on a settings screen on the fax service, then you can call customer service and ask them to help you. We were able to successfully have eFax Free customer service do this for us.

Sending a FAX from your BlackBerry

In order to send a fax, you'll need to invest about \$10 dollars a month in one of the electronic fax services. We have found the service from eFax to work well using attachments in PDF format.

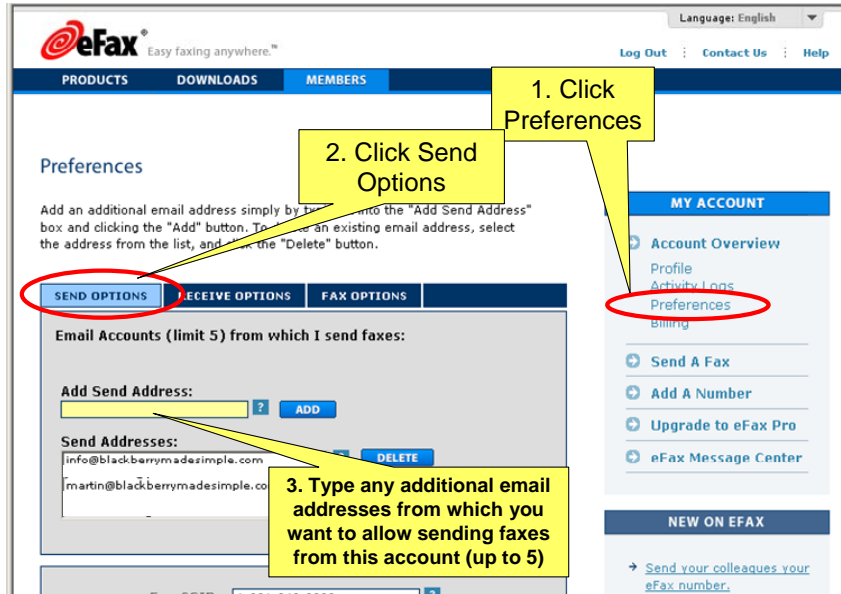
1. To sign up for this service, visit our partners section on our web site: <http://www.blackberrymadesimple.com/partners/index.htm>

Tip!

Try the service for 30 days for free. Then if you think it will work for you, pay for an annual plan and save over the monthly plan.



2. Follow the on-screen steps on the eFax web site to sign up providing your contact information and email address for your eFax service.
3. Once you're done, you may be at your settings screens on the eFax web site. If you're not there, then login to the eFax web site using your fax number and PIN (emailed to you after signing up).
4. On the settings screen, you need to click on the "Preferences" link on the right side navigation bar as shown. Then make sure you're on the "Send Options" tab as shown. This screen allows you to add up to 5 email addresses from which you can send email faxes. You need to make sure you have your BlackBerry email address (your "Sent From" / "Reply To") as one of the five for this to work correctly.

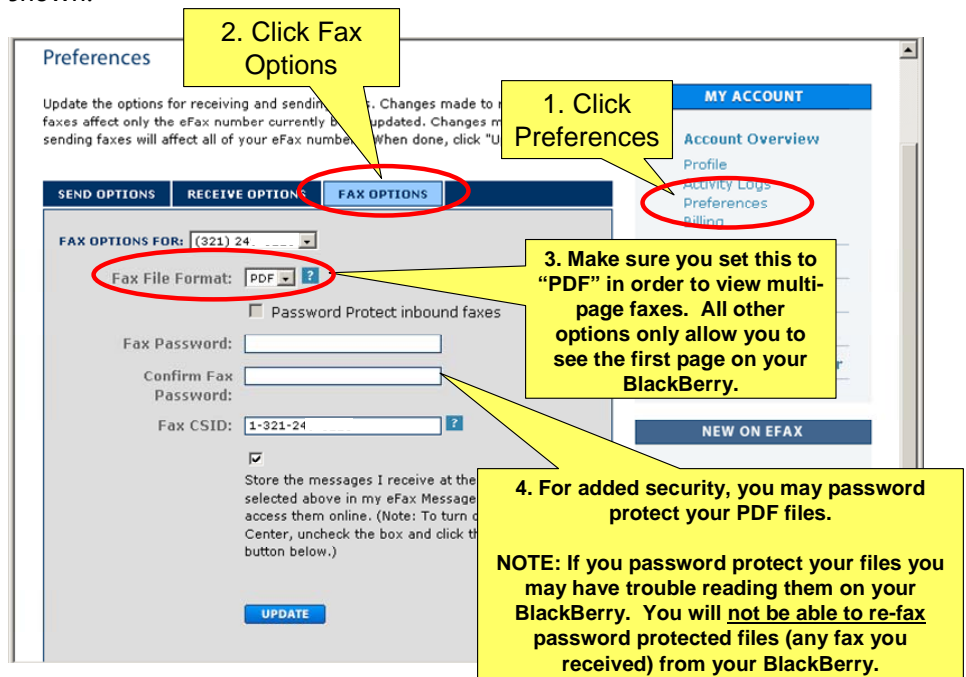


Tip!

If you're traveling away from your office, just use the "send fax" feature to print just about anything on your hotel's (or local office or coffee shop) fax machine.

You're a Consultant: It's 7pm and you just received an email with a 20-page PowerPoint presentation. You need to review it by 9am, but you're in a Hotel with only your BlackBerry. **No problem.** Send it from your BlackBerry to the Hotel's Fax machine. Mark it up on paper and use the Hotel's fax to fax it back to your colleague.

5. Now, very important, in order to be able to read multi-page faxes, is to click on the **Fax Options** tab, and set the receive preferences to "PDF" as shown.



One other note about password protecting your faxes – then you CANNOT send them from your BlackBerry.

6. Receiving faxes works just like described above – you receive the Fax as a PDF attachment to the email message, then you open the attachment.

7. Anything you can compose, send, or forward (with attachments) can be sent as a fax from your BlackBerry. For example, you can send a newly composed email message, you can forward an email message, and most importantly, you can forward an email message with an ATTACHMENT of almost any standard format.

Most file formats you might have as attachments are supported by the eFax service we use. Here is a partial list of the supported Attachment file types as of October 10, 2005:

Word Processing: MS Word, Corel Word Perfect, Lotus Word Pro, RTF, Windows Write, Text

Graphics: Bitmap (BMP), Photoshop, TIF, JPG, GIF, PCX, PNG, PDF, VSD

Spreadsheets: MS Excel, Lotus 1-2-3, Quattro Pro, CSV

Presentations: MS PowerPoint, Corel Presentations Slide Show

Other: MS Publisher, EFX, JFX, HTML

In order to send the fax, you must address it to fax_number@efaxsend.com (e.g. 13865551212@efaxsend.com). For example, if you wanted to fax your email and its attachment to a fax number at 1-386-555-1212, then you would open the message and select "Forward" then select "[Use Once]" at the top of the address book and type in this email address: 13865551212@efaxsend.com. Then the email, along with its attachment (if any) would be faxed to the number you requested.

Tip!

You're a Realtor:

It's 5pm and you're waiting for two sellers responses on counter offers from your buyers via fax. You're showing houses to a third client when you notice you've received a fax on your BlackBerry. You check it and sure enough the first seller has agreed to the counter offer! You need to get that fax to your first client, but your assistant has gone home for the day. **No Problem.**

You forward the fax to your first client right from your BlackBerry and also give them a quick call to let them know they got the house and fax to prove it will be there in minutes! All this while you were waiting for your other client to look through a house and after work hours!