



Fax Forwarding Connector Guide

(Box/Dropbox/Google Drive/OneDrive for Business)

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ABOUT THIS GUIDE

This guide explains the function of the “Fax Forwarding Connector” which links a multifunction machine and various cloud storage services (Box, Dropbox, Google Drive, OneDrive for Business) to forward received fax data.

Please note

- This guide assumes that the persons who install and use this product have a working knowledge of their computer and web browser.
- For information on your operating system or web browser, please refer to your operating system guide or web browser guide, or the online Help function.
- Considerable care has been taken in preparing this guide. If you have any comments or concerns about the guide, please contact your dealer or nearest authorized service representative.
- This product has undergone strict quality control and inspection procedures. In the unlikely event that a defect or other problem is discovered, please contact your dealer or nearest authorized service representative.
- Aside from instances provided for by law, SHARP is not responsible for failures occurring during the use of the product or its options, or failures due to incorrect operation of the product and its options, or other failures, or for any damage that occurs due to use of the product.

Warning

- Reproduction, adaptation or translation of the contents of the guide without prior written permission is prohibited, except as allowed under copyright laws.
- All information in this guide is subject to change without notice.

Illustrations, the operation panel, the touch panel, and the Web page setup screen shown in this guide

The peripheral devices are generally optional. However, some models include certain peripheral devices as standard equipment.

For some functions and procedures, the explanations assume that devices other than the above are installed.

Depending on the content, and depending on the model and what peripheral devices are installed, this may not be usable. For details, refer to the User's Manual.

The display screens, messages, and key names shown in the guide may differ from those on the actual machine due to product improvements and modifications.

The information described in the guide assume a full-color multifunction machine is being used.

Some contents may not be available on a monochrome multifunction machine.

- Google Drive is trademark of Google LLC. Use of this trademark requires a license from Google.
- OneDrive is trademark of the Microsoft group of companies.
- Dropbox is trademark or registered trademark of Dropbox, Inc.
- Box is trademark or registered trademark of Box, Inc.

Cautions when using the Fax Forwarding Connector

- Results of forwarding by the Fax Forwarding Connector may not have the same quality as results of printing (data receive) using other methods.
Depending on contents, forwarded data may cause incorrect printing results or printing failures in some cases.
- It may not be possible to use some or all Fax Forwarding Connector functions in some countries or regions where the machine is used.
- It may not be possible to use the Fax Forwarding Connector in some network environments. Even when the Fax Forwarding Connector can be used, processing may require a longer time or may be interrupted.
- We do not extend any guarantees regarding the continuity or connection stability of the Fax Forwarding function.
With the exception of instances provided for by law, we bear absolutely no responsibility for any damages or loss suffered by the customer due to the above.

BEFORE USING Fax Forwarding Connector

Before using Fax Forwarding Connector, the Fax Forwarding Connector application must be installed on the multifunction machine.

For how to install the Fax Forwarding Connector application, please contact your dealer or nearest authorized service representative.

Basic requirements and system requirements for Fax Forwarding Connector

Item		Description
Multifunction machine	Sharp OSA (BP-AM10)	Required
	Direct Print Expansion Kit	Required when printing xlsx, docx, and pptx files.
	Other Network Settings	Change the settings such as the IP Address, Subnet Mask, Default Gateway, DNS server, and Proxy Server as necessary.

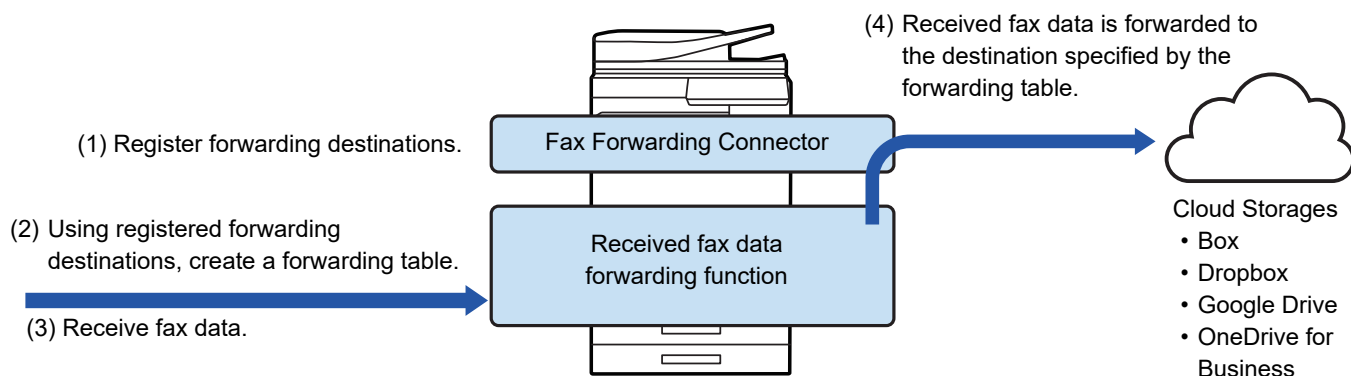
USING Fax Forwarding Connector

Perform the following setting procedure in order to use the Fax Forwarding function.

(1) Register forwarding destinations.

(2) Using registered forwarding destinations, create a forwarding table.

Conduct the step “(1) Register forwarding destinations” by using the Fax Forwarding Connector.



Register forwarding destinations

1

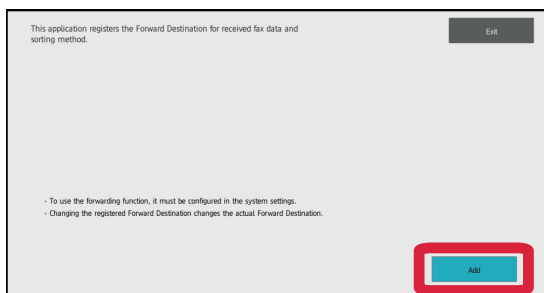


Tap the Fax Forwarding Connector ([Google Drive - Fax Forwarding], [OneDrive - Fax Forwarding], [Dropbox - Fax Forwarding], [Box - Fax Forwarding]) key on the Home screen.



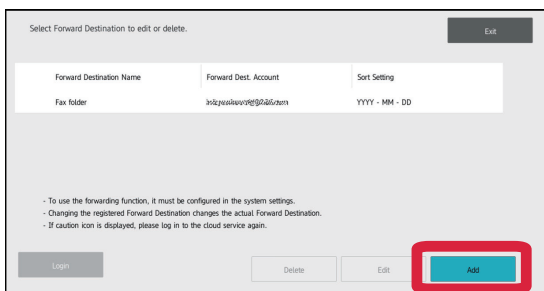
- “XXXXXXXXXX-Fax Forwarding” denotes the name of the installed Fax Forwarding Connector.
- If you cannot find the Fax Forwarding Connector icon on the Home Screen, register the Fax Forwarding Connector to the Home Screen in the Home Screen Settings of the machine System Settings.

2



When there is no registered forwarding destination:

Tap the [Add] key on the screen that describes about Fax Forwarding Connector.



When forwarding destinations are already registered:

Tap the [Add] key on the forwarding destination list screen.



A maximum of four destinations can be registered for a single Fax Forwarding Connector.

3

Perform the login operation according to the directions displayed on the cloud service login screen.

4

Select the forwarding file on the folder selection screen, then tap the [Next] key.

5

Select the desired sorting method on the sorting method selection screen, then tap the [Next] key.



If the selected sorting method includes "Sender," adding a check mark in the "Change Sender's Name to Contact's Name in Address Book" check box changes the folder name of the "Sender Name" folder to the contact name registered in the address book.

6

Enter the name of the forwarding destination on the forwarding destination name input screen, then tap the [Register] key.

Registered forwarding destinations are shown on the forwarding destination list screen. Registered forwarding destinations can be edited or deleted.



To forward received fax data to a registered forwarding destination, it is necessary to choose the cloud service to use by selecting [Inbound Routing Settings] in the System Settings of the multifunction machine and using [Set (Cloud Services)] in [Table Registration].

For the detailed procedure, refer to the User's Manual of the multifunction machine.

Re-registering forwarding destination access privilege

If the cloud service access privilege has been lost, the process to forward data to the cloud service will not be executed. In that case, perform the login procedure again and re-register the access privilege.



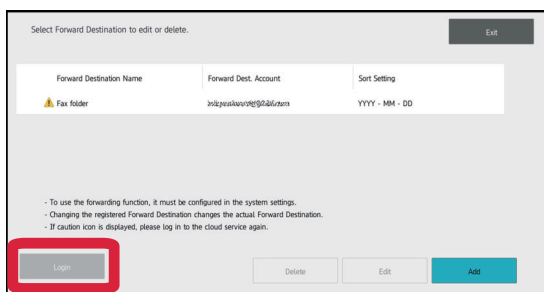
The forwarding destination that the cloud service access privilege has been lost is indicated by the  mark at the top.

1

Tap the Fax Forwarding Connector ([Google Drive - Fax Forwarding], [OneDrive - Fax Forwarding], [Dropbox - Fax Forwarding], [Box - Fax Forwarding]) key on the Home screen.

A forwarding destination list screen will be displayed.

2



Select the forwarding destination indicated by the  mark, then tap the [Login] key.

A cloud service login screen will appear.

3

Perform the login operation according to the directions displayed on the screen and tap the [Register] key on the forwarding destination information editing screen.

The privilege to access the forwarding destination will be re-registered.

Import/export of setting

The following describes how to export forwarding destination information registered in the Fax Forwarding Connector used by a multifunction machine for use with the Fax Forward Connector for another multifunction machine and how to import information exported from another machine.

Importing/exporting setting

In “Settings (administrator)”, [System Settings] → [Sharp OSA Settings] → [Embedded Application Settings], then choose the desired Fax Forwarding Connector and select [Export/Import].

Validating the imported forwarding destination information

After the setting is imported from another multifunction machine, be sure to perform the following operations.

1

Tap the Fax Forwarding Connector ([Google Drive - Fax Forwarding], [OneDrive - Fax Forwarding], [Dropbox - Fax Forwarding], [Box - Fax Forwarding]) key on the Home screen.

A forwarding destination list screen will be displayed.

2

Select a forwarding destination and tap the [Login] key.

A cloud service login screen will appear.

3

Perform the login operation according to the directions displayed on the screen and tap the [Register] key on the forwarding destination information editing screen.

The forward destination settings become valid in the multifunction machine into which the data was imported.

