- 1. Open Software Center
  - a. Click Start->All Programs->Microsoft System Center->Configuration Manager->Software Center
- 2. In Software Center, Select RightFax Workstation Client 10.6.1.2056
- 3. Click Install (Lower right corner of window)
  - a. The install process may take up to 10 minutes to complete
- 4. Once the software is installed, you should have a new notification icon for RightFax 🎽

## **Check the Client Configuration**

1. In the lower right-hand corner of the screen, click the up arrow to show the hidden icons



- 2. Right-click on the RightFax icon
- 3. Select Configuration...

4.

About
Configuration
ODBC Configuration
LDAP Configuration
Exit

5. Set the Fax Server Name to CXFAXUNC

Configure Client				X
Create Fax Driver >>				
Printer	Туре	Description		Driver
<ul> <li>✓ Fax</li> <li>✓ Microsoft XPS Document Wr</li> <li>✓ RightFax Fax Printer</li> <li>✓ Send To OneNote 2013</li> <li>✓ TempPrinter</li> </ul>	<ul> <li>Windows</li> <li>Windows</li> <li>Windows</li> <li>Windows</li> <li>Windows</li> </ul>	PCL Fax Printer		Microsoft Shared Microsoft XPS Dc HP LaserJet 4250 Send to Microsoft HP LaserJet 4100
•	111			Þ
Fax Server Name: CXFA	XUNC			
Protocol: TCP,	/IP	•	<ul> <li>Launch on startup</li> </ul>	
Login Method: Use	NT Authentication	n 💌		
User ID:				
Language: Engli	sh	•		
			ОК	Cancel

6. Click on the drop down arrow for the RightFax Fax Printer and set it to **<u>RightFax</u>** 

Printer	Type	Description		Driver
≇Fax ≇Microsoft XPS Document	▼ Windows Wr ▼ Windows			Microsoft Share Microsoft XPS [
RightFax Fax Printer	V Pigh	tFox		HP LaserJet 42
≫Send To OneNote 2013 ∯TempPrinter	Winc	lows		Send to Micros HP LaserJet 41
•		11		
Fax Server Name:	CXFAX			
[	TCP/IP	•	<ul> <li>Launch on startup</li> </ul>	
Protocol:				
Protocol:   Login Method:	Use NT Authentica	tion 🔽		
Protocol:   Login Method:   User ID:	Use NT Authentica	tion		

7. Click <u>OK</u>