

Make faxing as easy as email

Fax2Mail: Available for Smart Office, Colt Total and IP Access

Benefits at a glance

- Avoid the delays, costs and hassles of paper-based faxing
- Say goodbye to the fax machine. Send and receive faxes via your email
- Avoid normal fax call costs and the need to maintain/replace fax machines
- Save time and boost your productivity. Just click to send multiple faxes. Avoid 'line busy' dial tones
- Use the optional Microsoft Office® toolbar to include attachment
- Empower your mobile workers with faxing options
- Choose a solution that's quick to set up, easy to manage and works with any email client
- Strengthen your security with 128-bit encryption and message tracking
- Reduce your carbon footprint by consuming less paper, toner and power

Business bottlenecks

The ability to send and receive faxes still remains an important part of day-to-day business for small and medium-sized companies across many sectors.

But traditionally paper-based faxing can present a host of problems. Fax machines can become a bottleneck for your business. Sending and receiving faxes and can be painfully slow, racking up phone bills and wasting time for everyone.

Paper-based faxing is also insecure. Sensitive information may be seen by someone other than the recipient.

Cloud-based alternative

With Fax2Mail from Colt, faxing becomes as easy as email. We enable your employees send, receive, save and forward faxes with just a few clicks from their own desktops – whether in the office or working remotely.

Fax2Mail is a cloud-based solution available to Colt customers with Smart Office, Colt Total or IP Access. Fax2Mail integrates seamlessly with your existing email service. It's quick to set up, simple to use and easy to manage. You can use new fax numbers or your existing ones. Fax2Mail also works well on IP-based connections without any technical issues.

Faxing at Internet speed

With Fax2Mail, your business can depend upon greater reliability, availability, and security whenever you send or receive faxes. Employees no longer need to wait by the fax machine. They can use their time more productively. It only takes a few clicks to send multiple faxes from their desktops – so important documents can be received immediately, without delay.

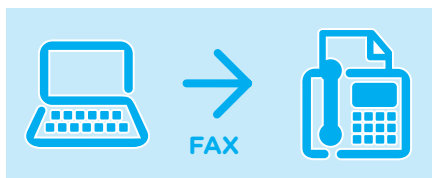
Huge files in moments

With paper-based faxing, sending a large document with multiple pages could take hours to print and then fax. But Fax2Mail has full Microsoft Office® integration. Using the optional toolbar, attachments from Outlook, Word, Excel and PowerPoint can be sent in moments.

Security and compliance

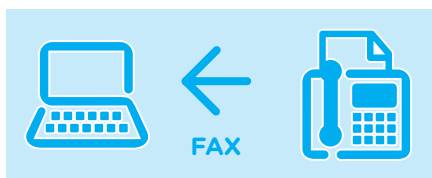
Fax2Mail strengthens security and compliance. The service uses industry-standard 128-bit encryption for sent and received files. The faxes you receive will also arrive securely on the PC of the intended recipient, rather than on a fax machine somewhere else in the building. There is real-time reporting and an audit trail exists for every inbound and outbound fax delivered. Electronic copies of faxes can also be retained.

How it works



Sending faxes

- Go into your email and open a new message.
- Add the recipient's email address (their fax machine number simply becomes part of the email address – Fax2Mail directs your message to their fax machine).
- Write the message (like an email). Add attachments if you wish.
- Click Send.



Receiving faxes

- Check your email. New faxes will appear as email messages.
- Fax2Mail converts faxes into emails with PDF/TIFF attachments.

Managing faxes and permissions

An intuitive and secure web-based tool allows users to manage and track their faxes. The same tool can also be used by administrators to easily manage user on-boarding and permissions.

Mobile option available

The Fax2Mail Mobile option enables remotely-based employees to print or fax documents and attachments from any location using a mobile device. This is like giving them their own portable printer – and can improve their productivity and service to customers.

Smart Office

Fax2Mail is part of the Smart Office suite of services designed by Colt especially for small and medium-sized businesses.

Built from the ground up on a fully scalable business-grade network, Smart Office covers the entire spectrum of modern business services – from Internet and email, through to voice and security.

Because Smart Office is modular, you can tailor the precise solution to meet your needs right now and then grow the solution as and when you need to over time.

- Fax2Mail is also available to Colt Total and IP Access customers

About Colt

Colt is Europe's leading information delivery platform, enabling its customers to deliver, share, process and store their vital business information. An established leader in delivering integrated computing and network services to major organisations, midsized businesses and wholesale customers, Colt operates a 21-country, 35,000km network that includes metropolitan area networks in 39 major European cities with direct fibre connections into 18,000 buildings and 19 Colt data centres.

Information about Colt and its services can be found at www.colt.net

Discuss or simply find out more

To find out more, please contact your local Colt Account Manager or visit www.colt.net

