NEW Desktop FAX Capability
direct from your desktop to the world

As recently announced, sending a facsimile has just been made easier. An e-mail-to-fax capability has been developed enabling us to send facsimile messages directly from ICONDESK to an unlimited number of recipients in North America and overseas who are not accessible by e-mail. This capability has been tested extensively and is now available to all users at HQ.[1] Release to missions is pending the UNIX upgrade process.

Only UNCLASSIFIED documents can be sent using the desktop facsimile capability. Transmission of PROTECTED A documents are ONLY permitted through MITNET.

Procedures for preparing and sending UNCLASSIFIED FAX messages from ICONDESK are contained in the "ICONDESK FAX Gateway Learning Guide" (i:\corpinfo\Training\Workshop\Iconeng\faxgate.eng) A new address template, "-FAX Template/Modele TELECOPIE," has been added to the top of the ICONDESK directory to aid in addressing FAX recipients. If you have questions, please contact SIGNET Support or go to the Learning Lab on D1 (SERV) on Mondays and Wednesdays from 9:00 a.m. to 3:30 p.m.. Staff from the Informatics Learning Centre (SXCL) will be on hand to help you.

Messages prepared in ICONDESK are automatically sent by FAX to the numbers you specify in the FAX address template. The Note portion of the ICONDESK message will start after the Comments heading on the FAX cover sheet. If the note is long, it may go on to the next page. Any WordPerfect (WP) or ASCII attachments included with the message appear after the (bilingual) FAX cover sheet and the note. The attachment(s) will start on a new page. We recommend avoiding the use of tables or graphs in your WP attachments. WordPerfect attachments created by Zmenu macros will print as expected, with one important exception: the logo will not print.

The e-mail-to-fax capability is an efficient and effective business tool. It allows faster communication and more reliable transmission of facsimiles. It also allows FAX messages to be easily copied to CATS — please don't forget to CC CATS on these messages, if required.

[1] does not include Bisson and Place Vanier

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directory to pre-evaluated and pre-mapped sites that may contain relevant current information for the business of the Department.

The LINK (the Library Information Network Kiosk), the Library's site on the DFAIT Web, is a gateway to information services available through the Jules Léger Library. For example, under the Link Main Menu, click on Library Catalogue, and you can access the Library's collection of holdings. Again, this service is directly available through the Intranet, DFAIT sites button/link.

Internet and Intranet technology helps simplify the complicated task of making disparate information available to users. With the expansion of SIGNET-D access to the WWW, DFAIT employees have been presented with a very large and powerful information resource. Enjoy making the most of it to facilitate your work.

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[1] see "SIGNET access to the World Wide Web is here," *Connexions* No. 6/96, October 30, 1996, page 3

[1] The Informatics Learning Centre at Headquarters (SXCL) offers a two-hour course twice a week on how to navigate the Internet. To register, please call 996-2476. SXCL has also prepared a training guide for missions. The guide is available from your systems administrator (SA). An Internet Handbook is also available online to familiarize you with the basics of Netscape.