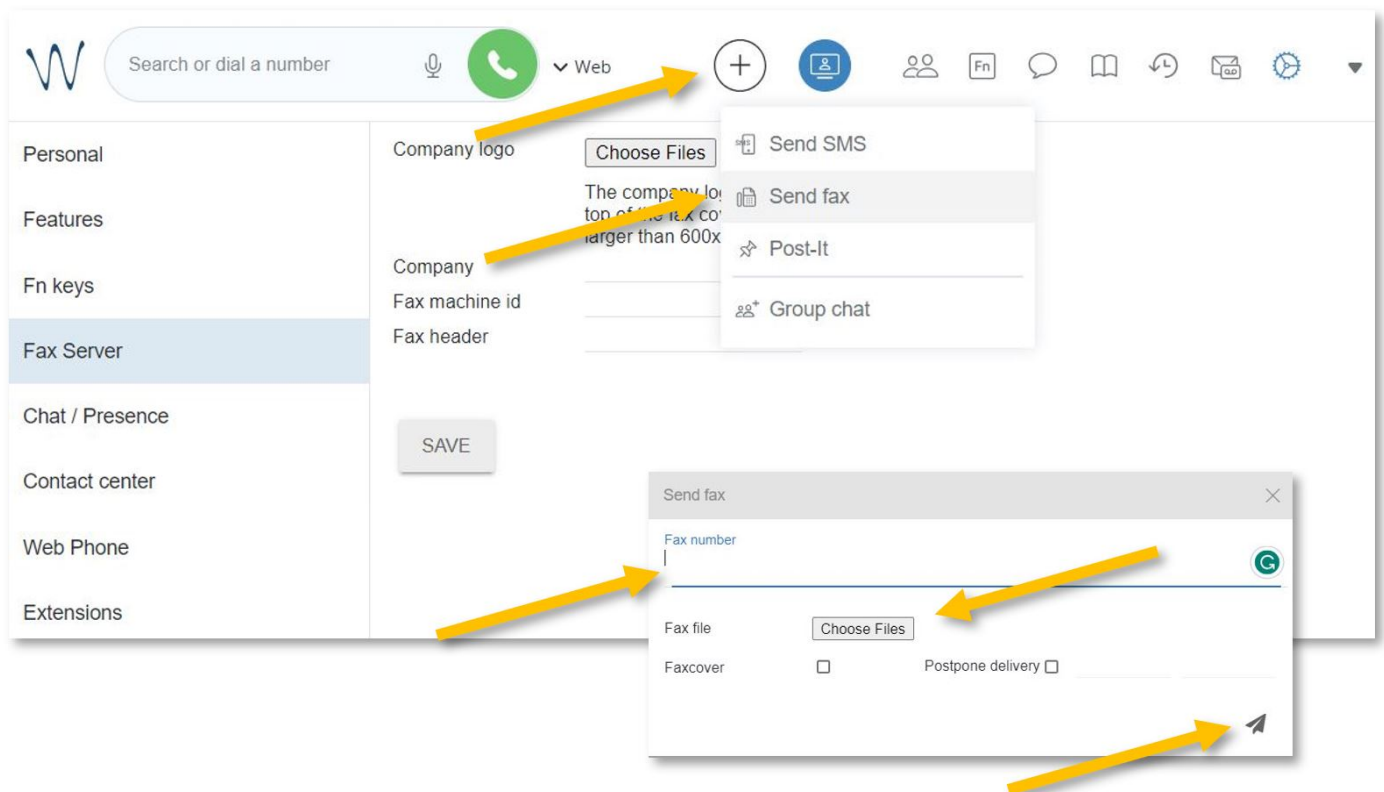


Send a fax

If you need to send a fax, open <https://isb2.wildixin.com/collaboration/> login and click on the big + **bubble**. Select **Send Fax**.

In the pop-up window, insert the fax number in +32 format, choose the file you want to send (pdf format), and press the **send icon**.



You will receive a confirmation email with your attachment and a full report.

To set up a **Faxcover**, please go to **Settings** and select the **Fax Server** menu from the left panel.

Add the ISB logo and name;

Under **Fax machine id**, you can add the school's fax number, +3226614200;

Under **Fax header**, you can add your name or other important data relevant to the receiver.

Do not forget to press **Save**.

Updated 5 January 2024 09:24:49 by Capon, Oliver