

# ShoreTel Connect CLOUD Fax



## AN INTEGRAL PART OF THE COMMUNICATIONS TOOL SET

ShoreTel Connect CLOUD Fax accommodates and enhances traditional faxing by incorporating the feature into our hosted phone system functionality.

With ShoreTel Connect CLOUD Fax, users can send and receive faxes from their desktop or mobile devices, streamlining the process and removing the dependence on standalone fax machines.

### ShoreTel Connect CLOUD Fax features

- Incoming faxes are received in the email inbox.
- Outbound faxes are sent as email attachments.
- Delivery confirmation sent via email.
- To fax paper documents, a scanner is used to create files for faxing.

### ShoreTel Connect CLOUD Fax requirements

Connect CLOUD Fax requires the following for user activation:

- Email client
- User email address (used by the system administrator to assign fax services)

- Scanner for creating outbound fax documents that are not already in a format supported by Connect CLOUD Fax

### ShoreTel Connect CLOUD Fax activation and management

Connect CLOUD Fax is activated and managed by authorized administrators (“decision makers”), through the ShoreTel Connect Portal. Within the portal the decision maker can navigate to the company’s phone system add-on features screen to activate the fax service for specific users.

### BENEFITS

- Eliminate paper and send/receives faxes anywhere e-mail can be accessed.
- Faxes can be saved and searched like emails.



Send and receive documents via fax without needing a separate analog line

**WHAT CUSTOMERS SAY:**

"With ShoreTel Fax, firm members can send and receive faxes from our desktop computers and on the go from our mobile devices. Previously this was not possible without great expense. We operate in a paperless environment, and the fax PDFs fit into our workflow perfectly."

GARY FRISCH

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Feature	ShoreTel Connect CLOUD Fax
Incoming faxes are received in email inbox	■
Outbound faxes are sent as email attachments	■
Faxes can be saved or deleted just like the rest of emails	■
Delivery confirmation can be sent via email	■
Assign any number within the company's number range as inbound fax number	■
Phone numbers and message content	■

Want to know more?  
Talk to an expert.

Visit [www.shoretel.com/findareseller](http://www.shoretel.com/findareseller)

**ShoreTel. Brilliantly simple business communications.**

ShoreTel, Inc. (NASDAQ: SHOR) is a leading provider of brilliantly simple IP phone systems and unified communications solutions powering today's always-on workforce. Its flexible communications solutions for on-premises, cloud and hybrid environments eliminate complexity, reduce costs and improve productivity.

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