introduction

Understanding and customizing your Teleforms machine is key for the machine to operate smoothly. This tutorial is intended as a guide for setting up new Teleforms machines, and as a reference tool for later questions. It covers such topics as configuring options, recording messages, and customizing the system to make calls at the times you choose.

The tutorial as a whole can be used in one of two ways. For libraries new to Teleforms, or for new library staff just beginning to use a Teleforms machine, this tutorial can be followed in a step-by-step manner, using the NEXT PAGE → and ← PREVIOUS PAGE navigation icons. Using the tutorial this way will guide you through all functions of the machine.

A second way to use the tutorial, particularly suited for a department supervisor primarily interested in a certain task, is to use the menu based approach. Using the menu at the top of the tutorial, you can find the topic you are interested in and go directly there.

Finally, Innovative Interfaces recommends that a copy of this tutorial be downloaded onto the Teleforms machine so it can be used as a reference tool when modifying any option in the Teleforms machine.

Customers who would like to mount this tutorial on a local server for the use of their staff, without having to allow them full access to CSDirect, may download the tutorial as a ZIP file (size 1.74Mb).
After the file has been downloaded and unzipped into the Local directory of choice you will see a list of individual html pages. Double click to open a page called index.html and the tutorial will be accessible.

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