



Using Your Modem, Fax, Internet, and Other Telecommunications Programs

Your Performa came installed with a GeoPort modem and the appropriate application programs that make use of it. The Performa setup poster and Chapter 1 of your *Macintosh Performa User's Manual* describe how to connect your modem to a telephone jack. (You may have done this already.)

This document helps you get started with your telecommunications programs and manuals, and contains some updated information at the end.

Once you connect your modem, you can use the programs in the table below. The programs can be found in the Applications section of the Launcher and are explained in more detail on the following pages.

If you want to...	Use this program	And refer to...
Connect your modem	—	Chapter 1, <i>Macintosh Performa User's Manual</i>
Connect to the Internet	Apple Internet Dialer	The Internet documentation that came in the box with your computer
Access online services	America Online (AOL)	AOL's online help
Send and receive faxes	Apple Fax	<i>Getting Started With Apple Telecom</i> *
Keep an address book	Apple Address Book	<i>Getting Started With Apple Telecom</i> *
Send and receive telephone calls on the computer	MegaPhone	<i>MegaPhone User Guide</i>

* For more detailed information about Apple Fax and the Apple Address Book, also see their manuals on your computer's hard disk. (Click their User's Guide buttons in the Launcher.)

Note: Before you can use the software programs described below, you must exit from the introductory welcome screen that appears when you first turn on your computer (if the welcome screen appears).

To connect your modem

Since you already have a modem in your computer, you only need to connect it with a phone cord to a telephone jack. See Chapter 1 of your *Macintosh Performa User's Manual* for instructions if you haven't connected your modem already.

To send and receive faxes

To send and receive faxes, first connect your modem if you haven't done so already. Then click the Apple Fax button in the Applications section of the Launcher. For instructions, refer to the quick getting-started information about Apple Fax in the manual *Getting Started With Apple Telecom*. If you need more information, click the *Apple Fax User's Guide* button next to the Apple Fax button in the Launcher. The *Apple Fax User's Guide* is a manual stored on your hard disk.

To send and receive telephone calls through the computer

Once your modem is connected, the MegaPhone program gives you the ability to send and receive telephone calls on the computer as well as your telephone. To use the MegaPhone program, click the MegaPhone button in the Applications section of the Launcher. For instructions, see the *MegaPhone User Guide* that came in the box with your Performa.

To keep an address book

You can keep names, phone numbers, and fax numbers in a program called the Apple Address Book. The information you keep in this address book can be used by both the Apple Fax and MegaPhone programs to automatically send faxes or make phone calls through your modem. To create your Apple Address Book, click the Apple Address Book button in the Applications section of the Launcher. For instructions, refer to the information about the Apple Address Book in the manuals *Getting Started With Apple Telecom* and *Megaphone User Guide*. If you need more information, click the *Apple Address Book User's Guide* button next to the Apple Address Book button in the Launcher. The *Apple Address Book User's Guide* is a manual stored on your hard disk.

To connect to the Internet

You can connect to the Internet for the first time through the Apple Internet Connection Kit (AICK).

Note: If you're new to the Internet, it can be easier to connect to the Internet through America Online (AOL), an online service. See the information below, "To Access Online Services."

To connect to the Internet through AICK, first connect your modem (as described in your Performa setup poster and the *Macintosh Performa User's Manual*) if you haven't done so already. Then click the Apple Internet Dialer button in the Applications section of the Launcher. The Apple Internet Dialer button opens a program that will help you select and register with an Internet Service Provider (ISP). After you select an ISP, you can use Netscape Navigator™ to browse the Internet. To use Netscape Navigator after you select an ISP, click the Netscape Navigator button in the Applications section of the Launcher.

To access online services

America Online (AOL) is an online service. You can use AOL to chat with other AOL members, use electronic mail (or "e-mail"), or obtain current information such as news and stocks. You can also use AOL to access the Internet. Once you've connected your modem to a phone jack, click the America Online button in the Applications section of the Launcher to register and connect with AOL. Online documentation helps you get started.

Important information to update your manuals

The two manuals that are stored on your computer's hard disk need to be updated with the information that follows.

Apple Fax User's Guide

Note the following updates to the *Apple Fax User's Guide*:

- Ignore instructions in this manual telling you to install software. All the software you need is already installed on your Performa.
- When you read "Setting Preferences" in the section "Sending a Fax" of Chapter 1 in the *Apple Fax User's Guide*, disregard the instruction to set preferences.
- Additionally, wherever the Apple Telecom Status program or window appears in your manual, a button referred to in the manual as the Apple Phone button also appears as the first button on the left. However, this button does not actually appear in your software because Apple Phone has been replaced by MegaPhone. You can still use the Apple Telecom Status window to monitor the faxes you send.

Apple Address Book User's Guide

Note the following updates to the *Apple Address Book User's Guide*:

- Ignore instructions in this manual telling you to install software. All the software you need is already installed on your Performa.
- Ignore the sections that describe how to use the Apple Address Book to make phone calls. You will not be able to make phone calls through the Apple Address Book and must use MegaPhone instead. Use the Apple Address Book simply to maintain a database of names and numbers. The MegaPhone and Apple Fax programs use the Apple Address Book to automatically send faxes or make phone calls through your modem.
- Last, ignore all mention of Apple Phone and the *Apple Phone User's Guide*. Apple Phone has been replaced by the MegaPhone software program, which is documented in the *MegaPhone User Guide*.