



## DATA SHEET: Vexus eFax

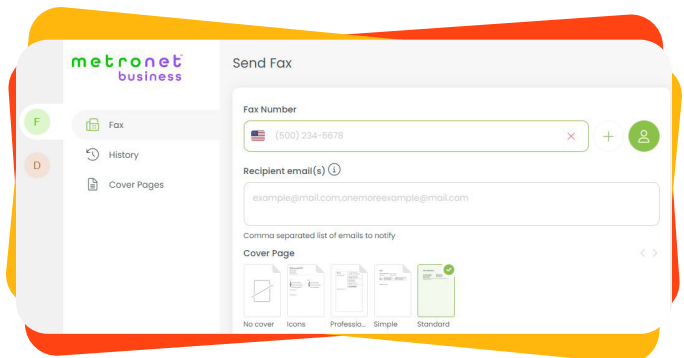
### Overview

Cloud fax seamlessly integrates into your existing workflows.

For many companies in regulated industries, fax remains the best method of secure transmission. But just because fax is an old technology doesn't mean it has to work that way.

### Features

- ✓ **Maximum-reliability routing**
  - Many fax networks optimize for least-cost routing while Vexus eFax is optimized for reliability
- ✓ **Smart routing algorithm**
  - The Smart Routing Algorithm helps you get more faxes delivered
- ✓ **Fax-optimized network**
  - Vexus eFax network isn't congested with voice traffic
- ✓ **Transmit large files**
  - One page or a thousand pages - send files of any size
- ✓ **Secure storage & file sharing**
  - All fax plans include 1GB of secure file storage and sharing through mDrive
- ✓ **Complete audit trails**
  - Easily restrict and audit access and events from within the portal
- ✓ **Long-term archiving**
  - Keep your documents safely stored in compliance with regulatory requirements
- ✓ **Powerful encryption**
  - Vexus eFax employs secure AES 256-bit encryption and TLS 1.2 protocol
- ✓ **Regulatory compliance**
  - HIPAA, GLBA, and SOX compliant fax



## How it Works

1. Log into your account at [efax.myMetronet.net](https://efax.myMetronet.net).
2. Enter your 10 digit fax destination number in the box next to the flag icon.
3. If you'd like to include a cover page simply click the box that says "include cover page."
4. If you wish to add a tag to the fax (this will show up in your fax history) simply click in the tag search bar and search or add tags here.
5. Next, you may select the file you wish to upload, drag & drop from your computer, or upload a file from your cloud storage.
6. Click the SEND button.

That's it! You will see a pop-up notification confirming your fax was sent.

You can always check the status of a fax on your Fax History page.

The screenshot displays the 'Send Fax' interface. It includes a 'Fax Number' field with a flag icon (callout 2), a 'Recipient email(s)' field, a 'Cover Page' selection area with icons for 'No cover', 'Icons', 'Professional', 'Simple', and 'Standard' (callout 3), a 'Deliver To' field, and a 'Subject' field. On the right, there is a 'My Fax Number' field, a 'File Converter' section with a 'Click here or drag & drop your files in this area' instruction, an 'Output Format' dropdown set to 'PDF', and a 'Resize' dropdown set to 'Do not resize'. Below the 'Send Fax' section, there is a 'Tags' section with a 'Search tag...' field (callout 4), a 'Mark as urgent' checkbox, and an 'Attachments' section with a 'Click here or drag & drop your files in this area' instruction (callout 5). At the bottom, there is a 'Send' button (callout 6) and a 'Send later' button.