Basic Procedure for Sending Scan Files by Email

Scanner

y 🕨

3 & W: Text / Line Ar

Auto Detect

1 Sided Original 🛯 🛯

Original Feed Type 🖪 🖪

Ready

1) Press the [Home] key on the top left of the control panel, and press the [Scanner] icon on the [Home] screen.



2) Press the [Email] tab



- 3) Place originals (papers needed to be scanned) on the want manually put it Facedown on the glass.
- 4) Press [Manual Entry].
- 5) Enter the e-mail address.
- 6) Press [OK] at the top right corner of the screen.
- 7) Specify the e-mail sender, press [Sender Name], and then press [no-reply].



- 8) Press [OK]
- 9) Press the [Start] key
- 10) In case you are using the glass, on the screen there is counting down 1 min if you want to add more pages press the [Start] if there are no pages to be added press [#]
- 11) To check on the sending process at the top right click on [Scanned file Status].

	Store File	e Scanne	ed Files Status
Ready	Search Dest,	WSD Dest.	Preview
Set original and specify destination.			
Email Fold	ler		
			Email Addre:
Reg. No, Manual Entry	Recent		То
Frequent AB CD	EF GH IJ	K LMN C	PQ RST U
ABCD COMPA NY FFICE	A 0 BERLIN OFF LO	NDON OFF	OOODSI EW YORK O LOS FICE S
[00007] [00008]	[00010] [00	00113 00	00123488





Store File

Search Dest. WSI

ecent

