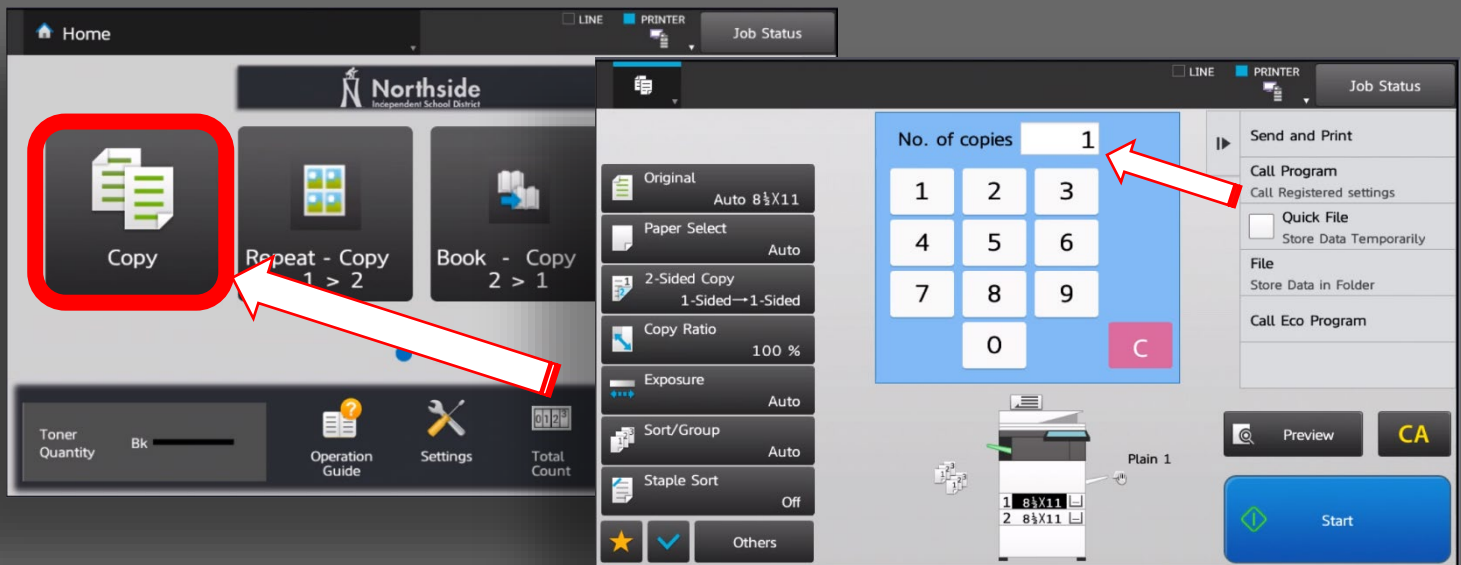


STEP 1: From the Home Screen, Press “Copy”

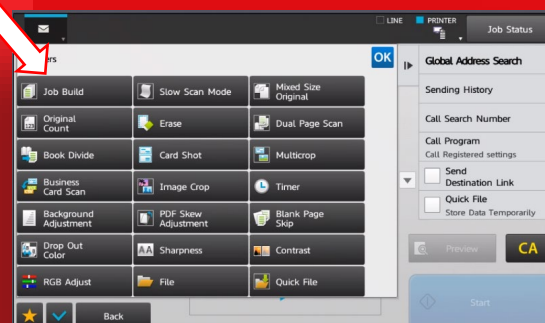
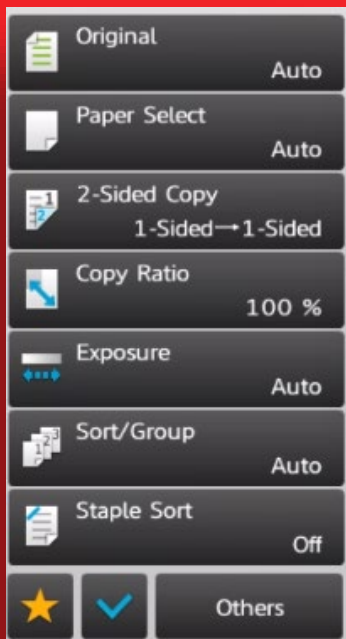


STEP 2: Enter # of Copies Required and Load Original

STEP 3: From the Left Pane, Select from the Various Job Functions listed or Select “Start” to Copy with Default Settings.

STEP 4(Optional): For Advanced Features and Functionality, Select “Others” from the Left Pane and Make Desired Selection.

The Action Panel Allows for a User to Select Additional Functions like “Send and Print”. This Feature will Deliver an Electronic Carbon Copy to an Email or Folder Destination in One Scan. Destination must be Present in the Address Book.



For More Details on the “Others” Section Features, Please Refer to the User Manual

